

CONFIDENTIAL

27-05-2019

To,

**Ms. Seema Pal**  
**BLE2204**  
**RZ-P14, Nanda Block**  
**Mahavir Enclave**  
**New Delhi-110045**

**Subject:-Appointment Letter****Dear Seema,**

This has reference to your application and subsequent interview you had with us; we are pleased to appoint you as "Research Associate 2" in R&D department within our organization.

**1.0 Joining:-**

Your appointment shall be effective from the date of your joining the company i.e. **27<sup>th</sup> May 2019** upon submission of - necessary documents and certificates with respect to your educational and professional qualifications, identity proof and related to your previous employment.

**2.0 Salary:-**

Your salary will **Rs.3,75,011** per Annum on Cost to Company (CTC) basis. Your salary break up is enclosed as Annexure - I

**3.0 Probation:-**

You will be on probation for a period of 3 months from the date of joining. The company shall be entitled to extend the period of your probation period by another 3 months depending upon your performance. The company can terminate your services during probation period without assigning any reason whatsoever and by giving 15 days salary including allowances. During the period of your probation you will not be entitled to any other benefits, which may be applicable to the permanent employees of the company.

In the event of your resignation from the services of the Company during probation period, you will be required to give 15 days written notice or forfeit, in lieu thereof, your salary, including allowances, for 15 days, or pro-rated for the period by which your notice falls short of 15 days.

**4.0 Confirmation:-**

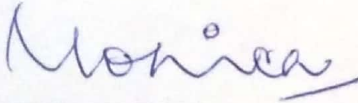
After successful completion of your probation period, unless the probation period is extended, your service will get confirmed subject to information/documents submitted by you are verified and found correct. If it is found that any information/documents submitted by you are false or forged, then the Company shall have right to terminate your services with immediate effect and without any notice period. On satisfactory completion of the period of probation, you will be confirmed by way of a written communication as a permanent employee of the Company. Upon confirmation of your employment, you will be entitled to applicable benefits, as per the rules and regulations of the Company.

Name : Ms Seema Pal  
Designation : Research Associate 2  
Band : B1  
Department : Research & Development  
Location : Gurgaon

## Indicative Compensation Breakup (to be further refined post joining)

COMPONENTS	MONTHLY	ANNUAL
	Amount in	
Basic Salary	14,741	176,892
HRA	14,741	176,892
<b>Gross</b>	<b>29,482</b>	<b>353,784</b>
PF( Employer Cont. )	1,769	21,227
<b>CTC Total</b>	<b>31,251</b>	<b>375,011</b>

For BRIGHT LIFECARE PRIVATE LIMITED



MONICA MUDGAL  
SENIOR VICE PRESIDENT - HUMAN RESOURCES

AL/112021/TB/0172

**Preeti Lata Singh**

E-17 Budh Vihar Badarpur, New Delhi-110044

**SUB: APPOINTMENT LETTER FOR THE POSITION OF ANALYST**

**Dear Preeti,**

We are pleased to inform you that you are appointed as **Analyst – Technology Research & Advisory** in our company with immediate effect. During this period, your Total Annual Cost to the company will be **Rupees Seven Lakh Forty-Seven Thousand Five Hundred Only (Rs. 7,47,500/-)**. (Rs. 6,50,000/- fixed + 15% Performance linked bonus\* of fixed). \*Performance bonus will be based on your performance & company's performance.

Your appointment becomes effective from the date of your joining the services of the company which should be no later than the mentioned date of joining i.e. **February 14, 2022**.

- 1. CONFIRMATION:** We do not have any probation period clause; you will be confirmed from the 1<sup>st</sup> day of your joining. You will be entitled to leave and other perquisites as enshrined in Aranca HR Policy Manual.
- 2. RULES AND REGULATIONS:** The Service Rules and Regulations, which may be brought in force or amended from time to time as applicable to all employees of the company, will govern your services.
- 3. GENERAL:** During the course of your employment you will employ yourself efficiently, honestly, faithfully and to the best of your ability and shall devote your whole time and attention to promote the interest of the company and generally carry out duties and work as assigned to you and shall obey and comply with all the lawful orders and directions given to you by the concerned superiors in the company.
- 4. PLACE OF POSTING AND TRANSFER:** Your posting at present is at **Gurgaon**. During your employment with this company, you may be posted or transferred/attached to any other affiliated company or to any of the offices/subsidiaries/units/ associate offices of the company, to any town city in India or abroad at the sole discretion of the management. While working in another company on transferred/attached, you shall be entitled to emoluments and perks as applicable in transferred / attached company and for all purposes you shall be deemed to be employed in the company transferred/attached.
- 5. MORAL RESPONSIBILITY & HONESTY:** You are expected to deal with the company's money, material and documents with utmost honesty and professional ethics. Your services may be dispensed with any time without any prior notice if you are found guilty of gross indiscipline, fraud misappropriation or acting against the interest of the company.

**(Signature of Employee)**

6. **CONFIDENTIALITY AND NON-DISCLOSURE:** Employees have an obligation not to disclose, without consent, any secrets or confidential firm information that is developed or received during the course of their employment. This includes significant or confidential client information, observations, discoveries, inventions, ideas, client names, proprietary clients of company information etc. Serious note would be taken of any deviance.
7. **OTHER EMPLOYMENTS:** During the period of your employment you will not work directly or indirectly for any other person, firm, company or organisation whether with or without remuneration nor will you engage yourself or be interested directly in any trade or business, either as employer employee partner or any other capacity.
8. **NON-SOLICITATION:** You will agree that you will not take up any type of assignment by whatever name called like employment, retainership, consultant, advisor etc. with the company's clients while working on any client project, during the tenure of the project and during a period of one year from the date of completion of such projects, or till your tenure with the company gets over, whichever is later, without prior written permission of the company.
9. **INVENTION & DISCOVERIES:** While employed with the company, you promptly disclose to it and assign to it your interest in any invention, improvement or discovery made or conceived by you either alone or jointly with others, which arises out of any proceeding relating to such invention, movement or discovery and in obtaining domestic and foreign patent or other protection covering the same.
10. **MEDICAL FITNESS:** You are required to maintain yourself in a state of medical/ physical/mental fitness and ensure regular check-ups. Any neglect on your part in maintaining good health may render you medically unfit for the service. In such a case your services are liable for termination, notwithstanding other conditions mentioned in the letter or otherwise.
11. **EXAMS AND COURSES:** In case you intend to appear in some examination or wish to attend some classes while working with the organisation, you are required to obtain written permission for the same giving full details including time frame involved.
13. **NOTICE PERIOD:**
  - a) You are required to give two-month notice if you wish to discontinue your services with the organization. However, relieving you at your request and giving salary in lieu of two-month notice, will be at the sole discretion of the company.
  - b) Your services are liable to be discontinued after giving two-month notice or salary in lieu there-of, at the discretion of Company.
14. **SECRECY:**
  - a) You will not give anyone, by word of mouth, writing, facsimile any devices or otherwise any particulars or details, which you acquire during the course of your employment of our working systems, technical know-how, security arrangement, administrative and/ or organisation matters of our and our clients whether confidential secret or otherwise, either during your employment with Company or afterwards.
  - b) Please note that the terms and conditions of your employment as stipulated here-with or to be intimated hereafter, are to be treated as strictly confidential and you are not to divulge its contents to any employee of the company or any other person connected with the company.

You are advised to read this letter carefully and if the terms and conditions are acceptable to you please sign the duplicate copy as a token of your having understood and accepted the same.

With Best Wishes,

For ARANCA (Mumbai) Private Ltd.,



**S. Kannan**  
CEO

**(Signature of employee)**

BUSINESS RESEARCH & ADVISORY  
TECHNOLOGY RESEARCH & ADVISORY  
PROCUREMENT & SUPPLY CHAIN INTELLIGENCE  
INVESTMENT RESEARCH & ANALYTICS  
VALUATION & FINANCIAL ADVISORY  
PUBLICATION SUPPORT

ARANCA (MUMBAI) PVT LTD		
Name	Preeti Lata Singh	
Designation	Analyst	
Department	Technology Research & Advisory	
Level	L2	
CTC Breakup		
Fixed Salary (A)		
Component	Monthly	Annually
Basic	18958	227500
HRA	9479	113750
LTA	1667	20000
Special Allowance	19763	237150
<b>Total</b>	<b>49867</b>	<b>598400</b>
Retiral (B)		
Provident Fund (Employer)	1800	21600
<b>Total</b>	<b>1800</b>	<b>21600</b>
Optional Reimbursement (C)		
Meal Coupons	2500	30000
<b>Total</b>	<b>2500</b>	<b>30000</b>
<b>Fixed CTC (A+B+C)</b>	<b>54167</b>	<b>650000</b>
Performance Linked Pay (D)		<b>97500</b>
<b>Total CTC (A+B+C+D)</b>		<b>747500</b>
Other Benefits		
Gratuity	911	10937
Group Medical Coverage (GMC) (Self + Spouse + 2 Dependent Children)		300000
Group Personal Accident (GPA)		500000
Group term life insurance (GTL)		1000000
<b>Note:</b>	<ul style="list-style-type: none"> <li>* - LTA can be claimed twice in a slab of four calendar year (Current slab is 2018-2021).</li> <li># - Reimbursement components are non-taxable, on submission of bills.</li> </ul>	

# Indraprastha Medical Corporation Limited

(Indraprastha Apollo Hospitals, New Delhi - A Joint Sector Venture of Govt. of Delhi)

Regd. Office : Sarita Vihar, Delhi-Mathura Road, New Delhi-110 076 (India)

Corporate Identity Number : L24232DL1988PLC030958

Phones : 91-11-26925858, 26925801, Fax : 91-11-26823629

E-mail : imcl@apollohospitals.com, Website : apollohospdelhi.com

Ref. No. \_\_\_\_\_

Date: 4/4/19

To,  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Ms. Asang Riyaz

With reference to your application and subsequent interview we are pleased to offer you the position of Staff Nurse in the Nursing department on the Terms and Condition discussed with you.

Your final selection will be subject to the production / submission of Registration Certificate as Nurse & Midwife issued by the State Nursing Council and the pre-employment medical examination to be done in IMCL, New Delhi.

A detailed Letter of Appointment will be given to you at the time of your joining the Company.

You are requested to confirm your acceptance of the position as well as your ability to appear for the medical examination on 21/6/19

You are advised to bring photocopies of the following documents for submission on the date of joining:-

1. Certificate of your Educational, Technical and Professional Qualification
2. Date of Birth Certificate
3. Relevant Experience Certificate (Present & Past if any)
4. Relieving Order from the last Employer
5. Last Pay Particulars giving details of your salary, allowances and other statutory benefits
6. Aadhar Card and Pan Card

We welcome you amongst us and we are sure that you will have a rewarding and satisfying career with the Company.

With best wishes,

for **INDRAPRASTHA MEDICAL CORPORATION LIMITED**

**AUTHORISED SIGNATORY**

9958290209

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI - 110062**

D.No HIMSAR/Admn./Nurses/2018-37  
Dated 05.02.2018

**OFFICE ORDER**

**Subject: Appointment as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences and Research**

Reference: Approval of Director General vide Dy. No 1245 dated 30.01.2018

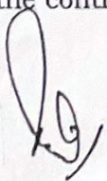
Director General, HIMSAR is pleased to appoint Ms. Rukhsar Khan D/o Mr. Idreesh Khan as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of HIMSAR, on contractual basis for a period of one year w.e.f 03.02.2018

The appointee is required to submit a medical fitness certificate after a medical check up in Hakeem Abdul Hameed Centenary Hospital. For medical examination you may please contact the Medical Superintendent of the Hospital.

All original certificates may be deposited with the undersigned for verification.


The terms and conditions of the appointment will be as under:

1. That your engagement is purely on contractual basis for a fixed period of one year w.e.f 03.02.2018.
2. You will be paid fixed salary (all inclusive) of Rs 18,000/- per month.
3. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
4. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
5. That this contract can be terminated within the contract period of one month notice or one month pay in lieu of notice from either side without assigning any reason.
6. You will be required to be present in the department throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. You will mark your attendance in the Biometric System of the Organisation.
7. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSAR/HAHCH
8. That no notice is required to be given on expiry of the contractual period by efflux of time.

  
Cont....,

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9. That this contractual appoint will not confer any right on you to claim regular appointment to the post and will not count for the purpose of seniority, promotion and service benefits etc.
10. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
11. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.

  
(Mushtaq A. Zargar)  
Head Finance & Administration

**Ms Rukhsar Khan**

D-359 Nand Gram, Mariyam Nagar,  
Ghaziabad, Uttar Pradesh - 201001

**Copy to:**

1. Dean/Principal, HIMSR
2. Medical Supdt., HAHC Hospital
3. Nursing Supdt., HAHC Hospital
4. Finance Division, HIMSR
5. P.S. to Director General
6. P.A. to Head F&A
7. Personal File /Guard File



**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI - 110062**

D.No HIMSAR/Admn./Nurses/2018-38  
Dated 05.02.2018

**OFFICE ORDER**

**Subject: Appointment as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences and Research**

Reference: Approval of Director General vide Dy. No 1245 dated 30.01.2018

Director General, HIMSAR is pleased to appoint Ms Samreen Khan D/o Mr. Raees Khan as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of HIMSAR, on contractual basis for a period of one year w.e.f 03.02.2018.

The appointee is required to submit a medical fitness certificate after a medical check up in Hakeem Abdul Hameed Centenary Hospital. For medical examination you may please contact the Medical Superintendent of the Hospital.

All original certificates may be deposited with the undersigned for verification.

The terms and conditions of the appointment will be as under:


1. That your engagement is purely on contractual basis for a fixed period of one year w.e.f 03.02.2018.
2. You will be paid fixed salary (all inclusive) of Rs 18,000/- per month.
3. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
4. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
5. That this contract can be terminated within the contract period of one month notice or one month pay in lieu of notice from either side without assigning any reason.
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Cont....,

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11. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.

  
(Mushtaq A. Zargar)  
Head Finance & Administration

**Ms Samreen Khan**  
1360 Pahari Imli Matiya Mahal,  
Jamia Masjid, Chawri Bazar,  
North Delhi 110006

**Copy to:**

1. Dean/Principal, HIMSR
2. Medical Supdt., HAHC Hospital
3. Nursing Supdt., HAHC Hospital
4. Finance Division, HIMSR
5. P.S. to Director General
6. P.A. to Head F&A
7. Personal File /Guard File

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI- 110062**

D.No: HIMSR/Admn./Nurses/2018-31  
Dated: 05.02.2018

**OFFICE ORDER**

**Subject: Appointment as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences and Research**

Reference: Approval of Director General vide Dy. No 1245 dated 30.01.2018

Director General, HIMSR is pleased to appoint Ms. Sidra Ali D/o Mr. Syed Irshad Ali as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of HIMSR, on contractual basis for a period of one year w.e.f 05.02.2018.

The appointee is required to submit a medical fitness certificate after a medical check up in Hakeem Abdul Hameed Centenary Hospital. For medical examination you may please contact the Medical Superintendent of the Hospital.

All original certificates may be deposited with the undersigned for verification.

The terms and conditions of the appointment will be as under:

1. That your engagement is purely on contractual basis for a fixed period of one year w.e.f 05.02.2018.
2. You will be paid fixed salary (all inclusive) of Rs 18,000/- per month.
3. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
4. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
5. That this contract can be terminated within the contract period of one month notice or one month pay in lieu of notice from either side without assigning any reason.
6. You will be required to be present in the department throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. You will mark your attendance in the Biometric System of the Organisation.
7. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSR/HAHCH
8. That no notice is required to be given on expiry of the contractual period by efflux of time.



Cont.....

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10. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
11. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.



(Mushtaq A. Zargar)  
Head Finance & Administration

Ms Sidra Ali,  
House 120a, Ward 31,  
Rakavganj Khurd, Farrukhabad,  
Uttar Pradesh - 209625

**Copy to:**

1. Dean/Principal, HIMSR
- ✓ 2. Medical Supdt., HAHC Hospital
3. Nursing Supdt., HAHC Hospital
4. Finance Division, HIMSR
5. P.S. to Director General
6. P.A. to Head F&A
7. Personal File / Guard File

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI - 110062**

No: HIMSR/Admn./Nurses/2019/24

Dated: 25.02.2019

**OFFICE ORDER**

Director General, HIMSR is pleased to approve contractual appointment of staff nurses in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences & Research on all inclusive fixed salary of Rs 20,000/- per month for a period of one year with effect from the date of their joining. An Annexure detailing their names is enclosed herewith.

All the incumbents are hereby directed to report to the Medical Superintendent of Hakeem Abdul Hameed Centenary Hospital for medical examination and other joining formalities. **The appointment is subject to your medical fitness clearance certificate.**

**The terms and conditions of the appointment will be as under:**

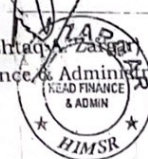
1. Your engagement is purely on contractual basis for a period of one year from the date of joining.
2. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
3. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
4. That this contract can be terminated within the contract period by one month notice or one month pay in lieu of notice from either side without assigning any reason.
5. You will be required to be present in the HAHC Hospital throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. You will mark your attendance in the Biometric System of the Organisation.
6. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSR/HAHCH
7. That no notice is required to be given on expiry of the contractual period by efflux of time.
8. That this appointment will not confer any right on you to claim regular appointment to the post and will not count for the purpose of seniority, promotion and service benefits etc.
9. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
10. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.

All individual officials

**Copy to:**

1. Dean/ Principal, HIMSR
2. Medical Superintendent
3. Nursing Superintendent
7. Personal File/Guard File

(Mushtaq A. Zargar)  
Head Finance & Administration



4. Finance Section, HIMSR
5. Assistant Manager, IT
6. P.S. to Director General, HIMSR

ANNEXURE

Appointment of Staff Nurses in HAH Centenary Hospital

1. Mr. Iqbal S/o Mr. Abdul Rehman
2. Ms Neha Rajput D/o Mr. Satish Kumár
3. Ms H. Vungneimoi D/o Mr. Dalkhanthang
4. Mr. Mohd Mohsin S/o Mr. Mohd Rafique
5. Ms Sana Parveen D/o Mr. Yameen Salmani
6. Ms Salma Begum D/o Mr. Shahdeen
7. Ms Prema Tete D/o Mr. Felix Tete
8. Ms Neelam Sharma D/o Mr. Jagannath Sharma
9. Ms Nancy Mishra D/o Mr. Ramlakhan Mishra
10. Mr. Tahir Ali Khan S/o Mr. Takdir Ali Khan
11. Ms Jennifer Spencer D/o Mr. Robert Spencer
12. Ms Josna Joshy Kozhipatt D/o Mr. Joshy K.P.
13. Mr. Aavesh Khan S/o Mr. Mahtab Khan
14. Ms Sahida Bano D/O Mr. Mohd Bachauddin
15. Ms Sameena D/o Mr. Haroon
16. Ms Meenakshi D/o Mr. Mahesh Chander
17. Ms Deepti D/o Mr. Kuldeep Singh
18. Ms Umra Khan D/o Mr. Mohd Anjum Khan
19. Ms Asifin D/o Mr. Mohd Diwan
20. Ms Komal Masih D/o Mr. Johnson Masih
21. Ms Tanvi Sana Shivangi Sharma D/o Mr. Satish Kumar Sharma
22. Ms Aruna J Stephen D/o Mr. Johnson Anil
23. Ms Deepti Lohani D/o Mr. L. M. Lohani
24. Ms Sheeba Saifi D/o Mr. Shamshad Saifi
25. Ms Shweta Gehlot D/o Mr Sunil Kumar
26. Ms Razia Bano D/o Mohd Munna Khan
27. Ms Sazda D/o Mr. Basheer Ahmed
28. Ms Rosemerry Daniel D/o Mr. Mohabbat Masih
29. Ms Shweta Sharma D/o Mr. Satish Chand Sharma
30. Ms Neethu N.D. D/o Mr. N. A. Devassykutty
31. Ms Surbhi D/o Mrs. Lalita
32. Ms Ankita D/o Mr. Omprakash
33. Ms Saltanat W/o Mr. Arshad
34. Mr. Mohd Naeem S/o Mr. Khursheed Ahmed
35. Ms Anita Sharma D/o Mr. Deshraj Sharma
36. Ms Kunglianmawi D/o Mr. G. Suanmang
37. Ms Anjum D/o Mr. Iqrar Ahmed
38. Ms Sarasu K D/o Mr. M. Kuppuswami
39. Ms Rutba D/o Mr. Lal Masih
40. Mr. Mohd Zunaid Choudhary S/o Mr. Abdul Sattar
41. Mr. Abhimanyu Sharma S/o Mr. Ashok Sharma
42. Ms Javeria Naaz D/o Mr. Afroz Alam
43. Ms Sonia Masih D/o Mr. Sitar Masih
44. Ms Meena Kumari D/o Mr. Moti Ram
45. Ms Vandana D/o Mr. Anil Kumar Sharma
46. Ms Shaily D/o Mr. James Masih
47. Mr. Saddam Hussain S/o Mr. Liyakat Ali
48. Ms Sheron Das D/o Mr. Sushil Das
49. Mr. Bheru Lal S/o Mr. Prahlad Ram
50. Mr. Mohd Danish Khan S/o Mr. Mujahid Ahmed
51. Ms Manisha Singhal D/o Mr. Satender Kumar

(Mushaq A. Zahid)  
Head Finance & Administration

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI - 110062**

No: HIMSRR/HR/N/2019/64

Dated: 28.08.2019

**OFFICE ORDER**

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10. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.

**All individual officials**

I accept the above terms & conditions for joining as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences & Research.

Name  
Signature  
Date

Bushra

(Mushtaq A. Zargar)  
Head Finance & Administration  
HIMSRR  
★  
Head Finance & Administration

Appointment of Staff Nurses in HAH Centenary Hospital

ANNEXURE

SL	NAME	Fathers Name
1	Ms. Shweta Pal	
2	Ms. Zainab Ansari	Mr. Laxmi Chand
3	Ms. Noor Hasmeem	Mr. Iqbal Ansari
4	Ms. Asma Riyaz	Mr. Zainudeen
5	Ms. Arshiya Yasmeen	Mr. Riyaz Ahmed
6	Ms. Jinu George	Mr. Mohd Daud
7	Ms. Ramsha Arif	Mr. George Varghese
8	Ms. Sonu Giri	Mr. Arif Hussain
9	Ms Sonia Dutt	Mr. Ved Pal
10	Ms. Suma James	Mr. Anil Dutt
10	Ms. Suma James	Mr. James Deepak
11	Ms. Bushra	Mr. Aslam
12	Ms. Yumnum Chitralekha	Mr. Dhananjoy Devi Singh
13	Ms. Jyoti Verma	Mr. Sudama Verma
14	Ms Maria Michael	Mr. Michael Xavier
15	Ms. Neha Rani	Mr. Pritam Singh
16	Ms. Archna	Mr. Satya Ram
17	Ms. Shabana Khatoon	Mr. Mohabbat Ali
18	Ms. Rajkumari	Mr. Laxman Das
19	Ms. Priyanka Phian	Mr. Rajender Kumar
20	Ms. Serin P. Joseph	Mr. Jain P. Baby
21	Ms. Wajida Perveen	Mr. Abdul Qayyoom
22	Ms. Mumtaz Ahmed	Mr. Mansoor Ahmed
23	Ms. Monika	Mr. Sanjay Giri
24	Ms. Monika	Mr. Ashok Kumar
25	Ms. Shrishti Sharma	Mr. sanjay Sharma
26	Ms. Sana	Mr. Nawab
27	Mr. Jasveer Singh	Mr. Jogendra Singh
28	Mr. Deepak Sharma	Mr. Omprakash Sharma
29	Ms. Preeti	Mr. Shiv Kumar
30	Ms. Manju	Mr. Ramesh Prajapat
31	Ms. Anamika Vishal	Mr. RamPrakash
32	Ms. Yogesh	Mr. Ved Prakash
33	Ms. Mansi Gupta	Mr. Rajeev Gupta
34	Ms. Ritu	Mr. Jai Kumar
35	Ms. Zeenat Naaz	Mr. Mohd. Aslam
36	Ms. Sangeeta Yadav	Mr. Ram Sajjan
37	Ms. Sameena Akhtar	Mr. GulamRabbani
38	Mr. Vipin Kumar	Mr. Avtar Singh
39	Ms. Shreya V. Nair	Mr. Vijayan TN
40	Priya Stuti	Mr. Amol Jha



**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI - 110062**

D.No: HIMSR/Admn./Nurses/2018-41  
Dated: 05.02.2018

**OFFICE ORDER**

**Subject: Appointment as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences and Research**

Reference: Approval of Director General vide Dy. No 1245 dated 30.01.2018

Director General, HIMSR is pleased to appoint Ms Zakira Bano D/o Mr. Mohd Hashim as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of HIMSR, on contractual basis for a period of one year w.e.f 02.02.2018.

The appointee is required to submit a medical fitness certificate after a medical check up in Hakeem Abdul Hameed Centenary Hospital. For medical examination you may please contact the Medical Superintendent of the Hospital.

All original certificates may be deposited with the undersigned for verification.

The terms and conditions of the appointment will be as under:

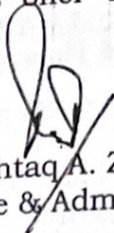
1. That your engagement is purely on contractual basis for a fixed period of one year w.e.f 02.02.2018.
2. You will be paid fixed salary (all inclusive) of Rs 18,000/- per month.
3. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
4. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
5. That this contract can be terminated within the contract period of one month notice or one month pay in lieu of notice from either side without assigning any reason.
6. You will be required to be present in the department throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. You will mark your attendance in the Biometric System of the Organisation.
7. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSR/HAHCH
8. That no notice is required to be given on expiry of the contractual period by efflux of time.



Cont....

: -2:-

9. That this contractual appoint will not confer any right on you to claim regular appointment to the post and will not count for the purpose of seniority, promotion and service benefits etc.
10. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
11. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.

  
(Mushtaq A. Zargar)  
Head Finance & Administration

Ms Zakira Bano  
F-405, Jamia Hamdard  
Hamdard Nagar,  
South Delhi - 110062

**Copy to:**

1. Dean/Principal, HIMSR
2. Medical Supdt., HAHC Hospital
3. Nursing Supdt., HAHC Hospital
4. Finance Division, HIMSR
5. P.S. to Director General
6. P.A. to Head F&A
7. Personal File /Guard File

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI - 110062**

No: HIMSRS/Admn./Nurses/2019/2A

Dated: 25.02.2019

**OFFICE ORDER**

Director General, HIMSRS is pleased to approve contractual-appointment of staff nurses in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences & Research on all inclusive fixed salary of Rs 20,000/- per month for a period of one year with effect from the date of their joining. An Annexure detailing their names is enclosed herewith.

All the incumbents are hereby directed to report to the Medical Superintendent of Hakeem Abdul Hameed Centenary Hospital for medical examination and other joining formalities. **The appointment is subject to your medical fitness clearance certificate.**

**The terms and conditions of the appointment will be as under:**

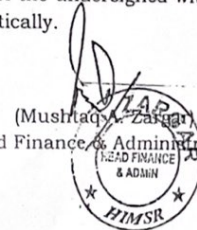
1. Your engagement is purely on contractual basis for a period of one year from the date of joining.
2. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
3. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
4. That this contract can be terminated within the contract period by one month notice or one month pay in lieu of notice from either side without assigning any reason.
5. You will be required to be present in the HAHCH Hospital throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. You will mark your attendance in the Biometric System of the Organisation.
6. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSRS/HAHCH
7. That no notice is required to be given on expiry of the contractual period by efflux of time.
8. That this appointment will not confer any right on you to claim regular appointment to the post and will not count for the purpose of seniority, promotion and service benefits etc.
9. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
10. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.

All individual officials

**Copy to:**

1. Dean/ Principal, HIMSRS
2. Medical Superintendent
3. Nursing Superintendent
7. Personal File/Guard File

(Mushtaq A. Zargar)  
Head Finance & Administration



4. Finance Section, HIMSRS
5. Assistant Manager, IT
6. P.S. to Director General, HIMSRS

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI - 110062**

D.No: HIMSR/Admn./Nurses/2018-69  
Dated: 05.03.2018

**OFFICE ORDER**

**Subject: Appointment as Staff Nurse in Hakeem Abdul Hameed  
Centenary Hospital of Hamdard Institute of Medical Sciences  
and Research**

Reference: Approval of Director General vide Dy. No 1245 dated 30.01.2018

Director General, HIMSR is pleased to appoint Ms Sadrun Khatoon W/o Mr. Mohd. Rizwanul Huda as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of HIMSR, on contractual basis for a period of one year w.e.f 19.02.2018.

The appointee is required to submit a medical fitness certificate after a medical check up in Hakeem Abdul Hameed Centenary Hospital. For medical examination you may please contact the Medical Superintendent of the Hospital.

All original certificates may be deposited with the undersigned for verification.


The terms and conditions of the appointment will be as under:

1. That your engagement is purely on contractual basis for a fixed period of one year w.e.f 19.02.2018.
2. You will be paid fixed salary (all inclusive) of Rs 18,000/- per month.
3. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
4. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
5. That this contract can be terminated within the contract period of one month notice or one month pay in lieu of notice from either side without assigning any reason.
6. You will be required to be present in the department throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. You will mark your attendance in the Biometric System of the Organization.
7. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSR/HAHCH
8. That no notice is required to be given on expiry of the contractual period by efflux of time.

  
Cont....,

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9. That this contractual appoint will not confer any right on you to claim regular appointment to the post and will not count for the purpose of seniority, promotion and service benefits etc.
10. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
11. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.

  
(Mushtaq A. Zargar)  
Head Finance & Administration  
7/3/18

**Ms Sadrun Khatoon**  
H-16, H. No 274/53B Ratiya Marg,  
Sangam Vihar, New Delh - 110080

**Copy to:**

1. Dean/Principal, HIMSR
  2. Medical Supdt., HAHC Hospital
  3. Nursing Supdt., HAHC Hospital
  4. Finance Division, HIMSR
  5. P.S. to Director General
  6. P.A. to Head F&A
  7. Personal File /Guard File
- o/c*  
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**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI- 110062**

D.No: HIMSR/Admn./Nurses/2018-71

Dated: 05.03.2018

**OFFICE ORDER**

**Subject: Appointment as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences and Research**

Reference: Approval of Director General vide Dy. No 1245 dated 30.01.2018

Director General, HIMSR is pleased to appoint **Ms. Uzma Nazia D/O** Nazeer Ahmad as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of HIMSR, on contractual basis for a period of one year w.e.f 17.02.2018.

The appointee is required to submit a medical fitness certificate after a medical checkup in Hakeem Abdul Hameed Centenary Hospital. For medical examination you may please contact the Medical Superintendent of the Hospital.

All original certificates may be deposited with the undersigned for verification.

The terms and conditions of the appointment will be as under:


1. That your engagement is purely on contractual basis for a fixed period of one year w.e.f 17.02.2018.
2. You will be paid fixed salary (all inclusive) of Rs 18,000/- per month.
3. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
4. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
5. That this contract can be terminated within the contract period of one month notice or one month pay in lieu of notice from either side without assigning any reason.
6. You will be required to be present in the department throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. You will mark your attendance in the Biometric System of the Organisation.
7. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSR/HAHCH
8. That no notice is required to be given on expiry of the contractual period by efflux of time.



Cont....

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9. That this contractual appoint will not confer any right on you to claim regular appointment to the post and will not count for the purpose of seniority, promotion and service benefits etc.
10. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
11. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.

  
(Mushtaq A. Zargar)  
Head Finance & Administration

H.No. C-6, 2<sup>nd</sup> Floor,  
Main Road Chauhan Banger,  
Delhi-110053

**Copy to:**

1. Dean/Principal, HIMSR
2. Medical Supdt., HAHC Hospital
3. Nursing Supdt., HAHC Hospital
4. Finance Division, HIMSR
5. P.S. to Director General
6. P.A. to Head F&A
7. Personal File /Guard File

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI- 110062**

D.No HIMSR/Admn./Nurses/2018-34  
Dated 05.02.2018

**OFFICE ORDER**

**Subject: Appointment as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences and Research**

Reference: Approval of Director General vide Dy. No 1245 dated 30.01.2018

Director General, HIMSR is pleased to appoint Ms Karishma Choudhary D/o Mr. Devender Choudhary as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of HIMSR, on contractual basis for a period of one year w.e.f 05.02.2018.

The appointee is required to submit a medical fitness certificate after a medical check up in Hakeem Abdul Hameed Centenary Hospital. For medical examination you may please contact the Medical Superintendent of the Hospital.

All original certificates may be deposited with the undersigned for verification.

The terms and conditions of the appointment will be as under:

1. That your engagement is purely on contractual basis for a fixed period of one year w.e.f 05.02.2018.
2. You will be paid fixed salary (all inclusive) of Rs 18,000/- per month.
3. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
4. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
5. That this contract can be terminated within the contract period of one month notice or one month pay in lieu of notice from either side without assigning any reason.
6. You will be required to be present in the department throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. You will mark your attendance in the Biometric System of the Organisation.
7. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSR/HAHCH
8. That no notice is required to be given on expiry of the contractual period by efflux of time.


Cont....,



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That this contractual appoint will not confer any right on you to claim regular appointment to the post and will not count for the purpose of seniority, promotion and service benefits etc.

10. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
11. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.

  
(Mushtaq A. Zargar)  
Head Finance & Administration

**Ms Karishma Choudhary**  
809-G-1, Shalimar Garden,  
Extension -1 Sahibabad,  
Ghaziabad, Uttar Pradesh-201005

**Copy to:**

1. Dean/Principal, HIMSR
2. Medical Supdt., HAHC Hospital
3. Nursing Supdt., HAHC Hospital
4. Finance Division, HIMSR
5. P.S. to Director General
6. P.A. to Head F&A
7. Personal File /Guard File

Ms. Clarice Adeline Lyngdoh  
Clari-Ville, Lumsobphoh,  
Moti Nagar, Shillong,  
East Khasi Hills, Meghalaya  
Pin-793014

Date: 04<sup>th</sup> July, 2019

LETTER OF INTENT

2019

This has reference to your application followed by our discussions regarding your appointment with us.

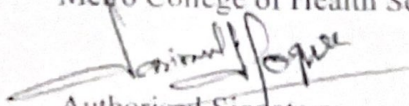
We are pleased to offer you an appointment as **Nursing Tutor** in **Metro College of Nursing, Greater Noida** on the terms and conditions as mutually agreed upon and settled between us.

Accordingly you are now requested to join on or before **19<sup>th</sup> July, 2019** & report in the department of Human Resource. However, please note that in case you are not doing so will presume that you are no longer interested in this offer and as such this offer will automatically stand cancelled.

Please bring the following documents in originals along with one self attested photocopy of each:-

- Updated CV
- Copies of Educational/Professional Certificates
- Copies of Experience certificates
- Relieving letter from present employer
- Last drawn salary Proof
- Four Passport size colored photographs
- ID Proof (Voter ID card, Driving License, Aadhar Card, Passport etc.)
- Pan Card

Metro College of Health Sciences & Research

  
Authorised Signatory



July 2, 2018

Mr. Halima Khatoon  
Vill - P. S. - Haripur, Via Kandi, S.K.  
Jharkhand, Dist. - Murshidabad,  
Unit Profile-20343.

2018  
Hal

Dear Mr. Halima Khatoon,

With reference to your application and subsequent interview, we are pleased to offer you the position of Staff Nurse in the Division of Nursing with effect from July 2, 2018. The Terms and Conditions as stated below will apply to your appointment.

1. You will be on probation for a period of Twelve months, but this period of probation can be extended further, in two stretches of 3 months each at the sole discretion of the Management.  
If no letter is issued to you within a week of expiry of the probationary period, it will be deemed that your probation has automatically been extended to next three months at the sole discretion of the Management.
2. On completing of your probation including any extension thereof, your services are liable to be terminated without assigning any reason whatsoever with immediate effect.
3. In the event of severance of relationship during Probation/Confirmation you would be required to give three months notice. Similarly, during probation /confirmation if the management terminates your services three months notice will be given.
4. In the event of the employee resigning the services he/she shall not avail any type of leave during the notice period, as active service during such period is mandatory. He/She shall be required to submit the resignation in writing stating the reasons.
5. Your Gross Salary per month will be Rs. 16000/- (Rupees Sixteen Thousand Only)

Grade	NS5
Basic	Rs. 5500.00
House Rent Allowance	Rs. 600.00
City Compensatory Allowance	Rs. 1925.00
Conveyance Allowance	Rs. 475.00
Career Guidance Allowance	Rs. 500.00
<b>Total</b>	<b>Rs. 16000.00</b> =====

20 September 2021

Amrutha Anil

Global ID: - 212320  
Ms. Amrutha Anil Thomas  
33/1077 DDA Flats Madangir Khanpur  
New Delhi-110062

2021

Letter of Appointment

Dear Amrutha Anil,

We have pleasure in appointing you as **Staff Nurse 1 in Nursing - Nursing at Fortis Escorts Heart Institute - Okhla effective 20 September 2021** on the following terms and conditions.

**1. Reporting**

You will report to **Chief of Nursing – Nursing, Nursing Administration** or any other designated person as specified by the Company from time to time.

**2. Remuneration & Benefits**

You will be placed in **Grade N3** of the Company, and will be entitled to compensation (salary, variable pay and other applicable benefits) as detailed in **Annexure 1**. Your compensation (direct and indirect) will be governed by the rules of the Company and the statutory provisions, as applicable and/or amended hereafter.

Your salary will be reviewed annually, normally w.e.f **1st April** of each year following the completion of probationary period (if applicable) or at such other time as the Management may decide. Salary revisions are discretionary and will be subject to, and on the basis of, effective performance and results. All taxes arising in respect of the remuneration and other payments made by the Company to you pursuant to your employment with the Company shall be paid by you in accordance with the applicable laws and regulations under the laws of the relevant jurisdiction.

In addition to your salary and subject to any eligibility requirements, you may be included in such Incentive Schemes as may be operated by the company from time to time and as determined by the Remuneration Committee of the Company.

Depending on your position/grade in the company, you may be entitled to additional benefits as outlined in the company's policy which may be amended from time to time with or without notice to you.

**3. Probation**

You will be on probation for a period of six months. The period of probation can be extended at the discretion of the Management and you will continue to be on probation till an order of confirmation has been issued to you in writing.

**4. Hours of Work:**

The hours of work will be in accordance with the ongoing policy of the Company.

अखिल भारतीय आयुर्विज्ञान संस्थान, रायबरेली  
All India Institute of Medical Sciences, Raebareli

Manisha

No. AIIMS/RBL/ADMIN/RECTT/NO/2021-22/ 4197

Dated: 08.07.2021

Subject: Appointment of MANISHA to the post of Nursing Officer at AIIMS Raebareli, Uttar Pradesh.

20/8

With reference to CBT examination held on 08-09-2020 and on the basis of document verification held from 22-02-2021 to 24-02-2021 and again on 08-03-2021, you are hereby offered the post of Nursing Officer at AIIMS Raebareli, Uttar Pradesh.

**TERM OF EMPLOYMENT & JOINING FORMALITIES**

You will be governed by the Central Civil Services (Conduct) Rule, 1964 and the Central Civil Services (Classification, Control and Appeal) Rules 1965, as amended from time to time.

Other conditions of services shall be applicable as provided under the Rules & Regulations of the Institute as amended from time to time.

**PAY SCALE**

The pay scale applicable for the said post will be in PB-2 i.e. Rs. 9,300-34,800+Grade Pay Rs. 4600/- further revised in Pay Matrix (Level-7) having scale of Rs. 44,900 - 1,42,400 plus usual allowances as sanctioned from time to time for the same category of employees of Central Govt. stationed at Raebareli as per recommendations of the 7<sup>th</sup> CPC conveyed by Govt. of India, Ministry of Health & Family Welfare, New Delhi vide letter no. V-16020/28/2017-INI-I dated 01.11.2017.

**PROBATIONARY PERIOD**

Your appointment will be temporary and you will be on probation for a period of two years, your appointment during the probation period can be terminated at any time with one month's notice by either side viz. the appointing authority, or the appointee, without assigning any reason whatsoever. It will be open to the Institute to pay in lieu of notice, for the period by which the notice falls short of one month. Similarly, if you wish to resign, you may do so by depositing your salary & allowances with the Institute in lieu of the notice in respect of the period by which it falls short of one month.

The period of probation can be extended at the discretion of the Competent Authority.

**SURETY BOND**

H. No. 3212, Street No. 72/1/2,  
Moulambad Extn, Badli, New  
New Delhi-110044.

Menika - 2018

Dear Ms. Menika,

With reference to your application and subsequent interview, we are pleased to offer you the position of **Staff Nurse** in the **Division of Nursing** with effect from **July 11, 2018**. The Terms and Conditions as stated below will apply to your appointment:

1. You will be on probation for a period of **Twelve months**, but this period of probation can be extended further, in two stretches of 3 months each at the sole discretion of the Management.  
If no letter is issued to you within a week of expiry of the probationary period, it will be deemed that your probation has automatically been extended to next three months at the sole discretion of the Management.
2. On completing of your probation including any extension thereof, your services are liable to be terminated without assigning any reason whatsoever with immediate effect.
3. In the event of severance of relationship during Probation/Confirmation you would be required to give three months notice. Similarly, during probation /confirmation if the management terminates your services three months notice will be given.
4. In the event of the employee resigning the services he/she shall not avail any type of leave during the notice period, as active service during such period is mandatory. He/She shall be required to submit the resignation in writing stating the reasons.
5. Your Gross Salary per month will be **Rs. 16000/- (Rupees Sixteen Thousand Only)**

Grade	:	NS5
Basic	:	Rs. 5500.00
House Rent Allowance	:	Rs. 600.00
City Compensatory Allowance	:	Rs. 1925.00
Conveyance Allowance	:	Rs. 4475.00
Career Guidance Allowance	:	Rs. 3500.00
		-----
<b>Total</b>	:	<b>Rs. 16000.00</b>
		=====

Contd.2

Ref: - BLK/HR/OL/2018/July/0128

Date: 03-July-2018

**Ms. Deepti Sharma**  
549, RK Puram, Sector-12  
Type-2, New Delhi-110022

2018

Dear Deepti

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be Rs. 18300/- (Rupees Eighteen Thousand Three Hundred Only) per month only. We expect you to join us on or before **09-July-18**.

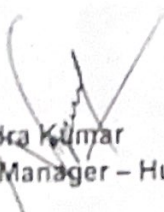
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar  
Senior Manager - Human Resources

Ref No.: 13

Date: 20<sup>th</sup> June, 2018

Name: Ashley

Ashley

Address:

Letter Of Intent

2018

Dear Ashley,

Congratulations! We are pleased to inform you that you have been selected for the position of Staff Nurse at Max Healthcare Institute Saket.

The terms of your employment will be as per your discussions with the HR team. Your offer letter, along with details of compensation and other employment terms will be provided after successful validation of your documents.

You are requested to please follow the joining instructions as provided to you by the HR team.

Please sign and return to us the duplicate copy of this letter as a token of your acceptance.

Best wishes and we look forward to welcoming you to the team.

Yours sincerely,



Max Healthcare Institute Ltd

Human Resource Department

Signatory's name: Sunita Chauhan



To  
Mr. Kamesh Bhati  
B-124  
Ayurvigyan Nagar  
South Delhi - 110049

11 March 2020

Kamesh Bhati

Code: CHRD1496

2019

Dear Mr. Bhati,

We are pleased to offer you a Fixed Term Contractual Engagement for the above mentioned project with the Society for Applied Studies on the following terms and conditions as set out herein which will be deemed to constitute a "Contract of Engagement".

- 1 This "Contract of Engagement" is between the "Society for Applied Studies", henceforth referred to as the "Organization" and "You" henceforth referred to as the "Contractee".
- 2 **Contract of Engagement:** Your Contract of Engagement will be of a Nurse.  
  
Your Contract of Engagement or assignment may be subject to change, depending upon how the overall work evolves and at the discretion of the management.
- 3 **Term:** The Engagement under this contract is purely contractual and related to your work in the Project. The Contract of Engagement is till June 30, 2020, which may be further extended due to exigencies of work.  
  
However, in case the project is prematurely terminated by funding agencies, Data Safety Monitoring Board OR for any other reason or your assigned work is completed in the aforesaid project during subsistence of contract period, your Engagement with the Organization would end and the contract would be terminated without notice of reason or any payment in lieu of notice.
- 4 **Date of Commencement:** 11<sup>th</sup> day of March 2020
- 5 **Place of Work:** The Contractee shall be based at the Organization office(s) as per the requirement of the Contract Engagement.
- 6 **Emoluments:** For all services rendered by the Contractee, the Organization shall compensate the Contractee with monthly emolument and benefits as per Annexure A.
- 7 **Taxes:** The above emoluments payable to the Contractee as per Annexure-A are subject to the provisions of Tax Deduction at Source (TDS) under the Income tax act, 1961 as applicable from time to time.
- 8 **Independent Contractual Relationship:** The Organization's relationship with the Contractee will be an independent one, and nothing in this Contract of Engagement should be construed to create a partnership, joint venture, agency or employer-employee relationship. The Contractee is neither an agent of the Organization nor authorized to make any representation, contract, or commitment on behalf of the Organization.
- 9 For reasons other than those stated under Clause 3, the Contract of Engagement may also be terminated by either side earlier than the stipulated term without assigning any reason, with a notice of 30 days or payment of remuneration in lieu thereof.



Association of  
India

AMANAT PROJECT  
BIHAR

Asha Sharma

Plot No. 2, A-3 Local Shopping Centre, Janakpuri, New Delhi 110 058. Phones : (011) 2559 9991, 2559 9992, 2559 9993, 2552 1502  
Fax : (011) 2559 8150 e-mail : cmai@cmai.org Visit us at : www.cmai.org

ADMIN/ND/2018 AMANAT  
09/12/2018

Ms Asha Sharma  
C-109/25, Street No.3  
Near Shiy Mandir, Saboli Extn  
Delhi-110093

2018

APPOINTMENT ON PROJECT

Dear Ms Asha,

Greetings from CMAI!

We are pleased to appoint you for the post of Nurse Mentor Supervisor AMANAT Project being implemented by our Association as the Service Provider. The duration of the Project is 18 months from December 2017 - May 2019.

1. In pursuance thereto, you had submitted your Application with your Curriculum Vitae, which was the basis of interviewing you and also having detailed discussions with regard to the project, key responsibilities and targets to be achieved by you, besides the terms and conditions of service that would be applicable during the tenure of the fixed term contract that is to commence on 09<sup>th</sup> December 2018 and will continue either till 31<sup>st</sup> May 2019 or till the Project ends, whichever is earlier. Your key responsibilities and targets to be achieved are set out in Annexure - A (will be given later).
2. That your appointment as Nurse Mentor Supervisor is initially for a period of six months (6) only during which period your work, performance, discipline, altitude to work and the like would be evaluated. During this period either party may terminate this arrangement on 30 days' notice in writing or payment in lieu thereof to the other party.
3. That as consideration for services rendered you will be paid remuneration as follows:

**Monthly Salary**

You will be paid a monthly salary (consolidated) of Rs. 47,000/- (Rupees forty seven thousand only). It will be subject to statutory deductions of Income Tax, Provident Insurance. Please note that no other allowances or other payments would be made to you other than permitted expenses incurred by you in the discharge of your duties, in case of outstation travel. In the event you incur any other expenditure in the performance of your duties, the same shall be allowed subject to prior written approval of your Superior due to be provided to both the Administration and Finance Departments.

Ref No.: 15

Date: 20<sup>th</sup> June, 2018

Name: Ananya

Ananya

Address:

Letter Of Intent

20/8

Dear Ananya,

Congratulations! We are pleased to inform you that you have been selected for the position of Staff Nurse at Max Healthcare Institute Saket.

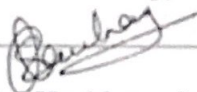
The terms of your employment will be as per your discussions with the HR team. Your offer letter, along with details of compensation and other employment terms will be provided after successful validation of your documents.

You are requested to please follow the joining instructions as provided to you by the HR team.

Please sign and return to us the duplicate copy of this letter as a token of your acceptance.

Best wishes and we look forward to welcoming you to the team.

Yours sincerely,



Max Healthcare Institute Ltd  
Human Resource Department

Signatory's name: Sevati Chaulan

kehkasha

No: HIMSR/HR/N/83

Date: 20.01.2021

**OFFICE ORDER**

On the recommendation of Standing Assessment cum Selection Committee, the competent authority is pleased to approve contractual appointment of staff nurses in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences & Research for a period of one year with effect from the date of their joining. An Annexure detailing their consolidated salary against their names is enclosed herewith.

All the incumbents are hereby directed to report to the Medical Superintendent of Hakeem Abdul Hameed Centenary Hospital for medical examination and other joining formalities within a week from the date of this order.

The appointment is subject to your medical fitness clearance certificate.

The terms and conditions of the appointment will be as under:

1. Your engagement is purely on contractual basis for a period of one year from the date of joining.
2. In addition to normal holidays(s), you will be entitled for 1 ½ days of leave for each completed month of service and maximum 18 days during the period of one year as per present policy subject to review. Leave will be availed in direct proportion to the period of service rendered in the months. In case of unauthorized/willful absence from duties for more than seven days, the appointment shall be terminable without assigning any notice. You will mark your attendance in the Biometric System (Face Recognition) of the Organisation.
3. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
4. That this contract can be terminated within the contract period by one month notice or one month pay in lieu of notice from either side without assigning any reason.
5. You will be required to be present in the HAH Hospital throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSR/HAHCH.
6. If at any time during the period of the contract, your activities are found detrimental to the interest of the Organisation, your services will be terminated forthwith without any notice and no representation for its continuation will be entertained.
7. That no notice is required to be given on expiry of the contractual period by efflux of time.
8. That this appointment will not confer any right on you to claim regular appointment to the post and will not count for the purpose of seniority, promotion and service benefits etc.
9. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
10. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of Medical Superintendent within a week, failing which this offer shall stand withdrawn automatically.

kehkasha  
GNM  
20/1/21

(Mushtaq A. Zargar)  
Head Finance & Administration

All Concerned Appointees

I, KEHKASHA..... accept the above terms & conditions for joining as Staff Nurse on 23/1/21..... in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences & Research.

Copy to:

1. Medical Superintendent, HAHCH

Sub: Recruitment to the post of Nursing Officer – reg.

Anamika Nishal

The undersigned is directed to say that on the basis of result of Nursing Officer Recruitment Common Eligibility Test (NORCET)-2021 conducted by AIIMS, New Delhi on 20.11.2021, Mr./Ms. ANAMIKA VISHAL S/o/ D/o W/o Sh. RAM PRAKASHI has been provisionally selected for the post of Nursing Officer in the VMMC & Safdarjung Hospital, New Delhi and the Medical Superintendent is pleased to offer an appointment to the post of "Nursing Officer".

The offer of appointment is subject to terms and conditions mentioned below:

1. The post is temporary and he/she will be appointed on an officiating basis only. He/She will be on probation for a period of 2 years from the date of appointment, which may be extended at the discretion of the competent authority. He/She will be considered for confirmation after he/she successfully completes the probation. Failure to complete the period of probation to the satisfaction of the competent authority will render him/her liable to be discharged from service at any time without any notice and assigning any reason. After the satisfactory completion of the period of probation, the termination of the appointment will be after giving one month's notice on either side. The appointing authority however, reserves the right of termination of his/her services forthwith or before the expiry of the stipulated period of notice by making payment to his/her of a sum equivalent to the pay and allowances for the period of notice or the un-expired period thereof.
2. The appointment to the post shall be governed by Central CCS (CCA) Rules, 1965, CCS (Conduct) Rules 1964 and other rules as applicable and as amended from time to time and regulations made thereunder.
3. The scale of pay of the post is Level 7 (44900-142400) and his/her initial pay will be fixed in the scale according to the rules or instructions issued by the Government of India as the case may be.
4. Dearness and other allowances as admissible to the Central Government Servants of corresponding status at the place of duty will be payable to him/her.
5. Appointment is subject to being declared medically fit and verification of certificates of qualification, experience and caste etc. before joining and he/she is required to submit a declaration to the effect that:
  - a. He/She does not have more than one spouse living or that he/she having a spouse living is not married in any case in which such marriage is void by reason of its taking place during life time of such spouse.
  - b. Submit a declaration to the effect that he/she is aware that in case any statement in the attestation form earlier filled by him/her is found incorrect, his/her services can be terminated by the Competent Authority without any notice.

following terms and conditions as per HR Manual of the institute -

1. The appointment shall be on contract basis for a period of four years including a probation period of one year. One month salary shall be deducted in equal three instalment and kept as FD as security money in lieu of notice period. Either side can terminate the contract by giving to the other party not less than three months' notice in writing or salary in lieu of notice period as deducted above. An annual performance appraisal review shall be carried out on yearly basis and in case of your unsatisfactory/below average/average performance in the annual performance appraisal report, your contract may be terminated during the contractual service including probation period as per the provisions of HR manual. Besides a performance appraisal and assessment review at the end of every year, a comprehensive performance assessment will be carried out at the end of three years by the Performance Assessment Committee for further extension/non- extension of the contract as per policy of the Institute.
2. The appointment shall be subject to the production of educational & experience certificates, Medical fitness & verification of credentials, past work performance, testimonials etc in original including date of birth and DMC/DNC (as applicable) at the time of Joining. In case, any of the information/particular provided is found to be false or incorrect or ineligibility being detected at any stage irrespective of your joining the duty, the appointment shall be deemed to be terminated forthwith.
3. Leave, Holidays, Medical Facility, LTC and EPF shall be admissible as per the HR Manual of the Institute.
4. Any change in your residential address will be required to be intimated in writing to the Institute within one week of such change. All the communications sent by the Management at the last intimated address will be deemed to have been delivered to you. You shall be responsible to update all changes in the records of the Institute including HR & Finance department about yourself and your family.
5. Your services shall be governed by the HR Manual of ILBS as amended from time to time. You shall be responsible to update yourself about various provisions of HR manual of the Institute. Further, you shall be required to maintain absolute integrity, secrecy about the Institute's documents, total commitment to the vision and mission of the Institute and to conduct yourself in a manner conducive to the best interest, credit and prestige of the Institute. Any violation thereof shall be liable to disciplinary action/termination of contract. During the period of your contract, the Institute shall not be liable for any legal/financial liabilities on your part.



11 APR 2021

**कार्यालय आदेश/OFFICE ORDER**

**विषय: अखिल भारतीय आयुर्विज्ञान संस्थान, नई दिल्ली में परिचर्या अधिकारी के पद पर नियुक्ति का प्रस्ताव।**  
**Subject: Offer of appointment to the post of Nursing Officer at the AIIMS, New Delhi.**

परिचर्या अधिकारी के पद हेतु दिनांक 08.09.2020 को आयोजित सी. बी. टी. परीक्षा एवं अभ्यर्थी के दस्तावेजों का अभिलेखन सम्पादन दिनांक 09.02.2021 से 18.02.2021 को परीक्षा अनुभाग में हुआ था। सी/म/बी नेहा पाल को चुनिंदा किया जाता है, कि सी. बी. टी. परीक्षा में उनके द्वारा प्राप्त अंकों के आधार पर तथा उद्योग अधिकारी के अनुमोदन सहित, अद्योहलात्कारी चर्चा सम्बन्धी परिचर्या अधिकारी के पद पर आरक्षित (OBC (NCL)) वेपरी के अंतर्गत केन्द्रीय चिकित्सक के वेतन-7 पर मूल वेतन 44900/- सहित दिल्ली/नई दिल्ली में तथा वर्तमान में राष्ट्रीय शोध में स्थित अन्तःस्था, हरियाणा/राष्ट्रीय शोध निधि/राज्य उत्तरांचल, गाजियाबाद/एनसीआई, बार्दा, मजूर में मजूर पदों पर नियुक्त केन्द्रीय सरकार के कर्मचारी/वेपरी को अनुबंध वाले सहित नियुक्ति का प्रस्ताव करते हैं।

With reference to C.B.T. Examination held on 08.09.2020 and online documents verification of candidates u.s.f, 09.02.2021 to 18.02.2021 in the Examination Section AIIMS for the post of Nursing Officer, Mr./Ms. NEHA PAL is informed that based on his/her score in CBT examination and with the approval of the Competent Authority, the undersigned has been pleased to offer appointment to the post of Nursing Officer against Reserved (OBC (NCL)) in the Level-7 of Pay Matrix with entry pay of Rs. 44900/- plus usual allowance as admissible from time to time to Central Govt. Employees of similar category stationed at Delhi/New Delhi and centre facility presently located at Balabhogari (Haryana)/National Drug Dependency Treatment Centre (Ghaziabad)/NCL, Bardha, Majur.

2) यह नियुक्ति निम्नलिखित शर्तों के अधीन होगी:-  
The appointment will be subject to:-

क) परामर्श ग्रहण करने से पूर्व उम्मीदवार को संस्थान के चिकित्सा बोर्ड से प्राप्त वार्षिक स्वास्थ्य प्रमाण पत्र प्रस्तुत करना होगा।  
निम्नलिखित शर्तों के अधीन- दिनांक में रातभूमि आयुर्विज्ञान संस्थान, नई दिल्ली में परामर्श अधिकारी, सी. बी. टी. वेपरी के पास: 09:00 बजे से 08:30 बजे के बीच अपने दो पासपोर्ट साइज फोटो जिनके ऊपर उनका नाम एवं तिथि अंकित हो के साथ सौंपके करना होगा।

The production of a certificate of fitness from the Medical Board of the Institute before joining the post. For this he/she should contact the Officer-in-charge OPD Services, Rajkumari Amrthour OPD, AIIMS, New Delhi between 8.00 a.m. to 8.30 a.m. on any working day for his/her medical examination alongwith his/her recent two passport size photographs showing his/her name (Capital Letter) and date.

ख) उम्मीदवार को निम्नलिखित मूल प्रमाण पत्र प्रस्तुत करने होंगे:-  
Production of the following Original Certificate:-

- क) INC/State द्वारा प्रमाणित संस्थान या विश्वविद्यालय से शैक्षिक योग्यता के डिग्री/डिप्लोमा प्रमाण-पत्र।  
a) The Degree/Diploma Certificate of educational qualifications from INC/State recognized Institute or university.
- ख) मातृता नाम बोर्ड द्वारा जारी वैदिक प्रमाण पत्र / जन्म प्रमाण पत्र - जन्म तिथि प्रमाण के रूप में।  
b) Matriculation Certificate from recognized board/ Birth Certificate - as proof of date of birth.
- ग) किसी भी आरक्षित वेपरी जैसे न. का. /अ. का. /ब. पा. /ब. पि. व. / ई. जन्म/एल के उच्च आयेन करने वाले उम्मीदवार को उद्योग अधिकारी द्वारा जारी निर्धारित प्रमाण पत्र प्रस्तुत करने की शर्त के अधीन माना जाएगा। दिनांक 31.03.2021 तक 2020-2021 की अवधि के दौरान विज्ञापित की गई है, इसलिए दिनांक 01.04.2020 से 31.03.2021 तक की अवधि के दौरान जारी किए गए।

  
वर्ती/contd.-2

**कार्यालय आदेश/OFFICE ORDER**

13 APR 2022

NIKKY  
2

विषय: अखिल भारतीय आयुर्विज्ञान संस्थान, नई दिल्ली में परिचर्या अधिकारी के पद पर नियुक्ति का प्रस्ताव।  
**Subject: Offer of appointment to the post of Nursing Officer at the AIIMS, New Delhi.**

परिचर्या अधिकारी के पद हेतु दिनांक 20.11.2021 को आयोजित सी.बी.टी. परीक्षा एवं अभ्यर्थी के भौतिक दस्तावेजों का सत्यापन दिनांक 13.04.2022 को एम्स, नई दिल्ली में हुआ। श्री/श्रीमती निम्नी को सूचित किया जाता है, कि सी बी टी. परीक्षा में आपके द्वारा प्राप्त अंकों के आधार पर तथा सशम प्राधिकारी के अनुमोदन सहित, अधोहस्ताक्षरी महर्षि आपको परिचर्या अधिकारी के पद पर अंतरित IC श्रेणी के अंतर्गत वेतन मैट्रिक्स के लेवल-7 पर मूल वेतन 44900/- सहित दिल्ली/नई दिल्ली में तथा वर्तमान में राष्ट्रीय क्षेत्र में स्थित बल्लभगढ़, हरियाणा/राष्ट्रीय औषध निर्भरता उपचार केन्द्र, गाजियाबाद/एनसीआई, बादशा, झज्जर में सदृश पदों पर नियुक्त केंद्रीय सरकार के कर्मचारियों को अनुमय प्रती सहित नियुक्ति का प्रस्ताव करते हैं।

With reference to C.B.T. Examination held on 20.11.2021 and Physical documents verification of candidates on 13.04.2022 at AIIMS, New Delhi for the post of Nursing Officer, **Mr./Ms. NIKKY** is informed that based on his/her score in CBT examination and with the approval of the Competent Authority, the undersigned has been pleased to offer appointment to the post of Nursing Officer against **IC category** in the Level-7 of Pay Matrix with entry pay of Rs. 44900/- plus usual allowance as admissible from time to time to Central Govt. Employees of similar category stationed at Delhi/New Delhi and centre facility presently located at Ballabhgarh (Haryana)/National Drugs Dependency Treatment Centre (Ghaziabad)/NCI, Badsha, Jhajjar.

2) वह नियुक्ति निम्नलिखित शर्तों के अधीन होगी:-  
 The appointment will be subject to:-

i) पदभार ग्रहण करने से पूर्व उम्मीदवार को संस्थान के चिकित्सा बोर्ड से प्राप्त शारीरिक स्वस्थता प्रमाण-पत्र प्रस्तुत करना होगा जिसके लिए उन्हें किसी भी कार्य-दिवस में न्यू राजकुमारी अमृतकौर ओ.पी.डी., अखिल भारतीय आयुर्विज्ञान संस्थान, नई दिल्ली में प्रभारी अधिकारी, ओ.पी.डी सेवा से प्रातः 08:00 बजे से 08:30 बजे के बीच अपने दो पासपोर्ट साइज फोटो जिसके ऊपर उनका नाम एवं तिथि अंकित हो के साथ संपर्क करना होगा।

The production of a certificate of fitness from the Medical Board of the Institute before joining the post. For this he/she should contact the Officer-in-Charge OPD Services, New Rajkumari Amritkaur OPD, AIIMS, New Delhi between 8.00 a.m. to 8.30 a.m. on any working day for his/her medical examination alongwith his/her recent two passport size photographs showing his/her name (Capital Letter) and date.

ii) उम्मीदवार को निम्नलिखित मूल प्रमाण पत्र प्रस्तुत करने होंगे:-  
 Production of the following Original Certificate:-

- क) INC/State द्वारा प्रमाणित संस्थान या विश्वविद्यालय से शैक्षिक योग्यता के डिग्री /डिप्लोमा प्रमाण-पत्र।
  - a) The Degree/Diploma Certificate of educational qualifications from INC/State recognized Institute or university.
- ख) मान्यता प्राप्त बोर्ड द्वारा जारी मैट्रिक प्रमाण पत्र / जन्म प्रमाण पत्र - जन्म तिथि प्रमाण के रूप में।
  - b) Matriculation Certificate from recognized board/ Birth Certificate - as proof of date of birth.



9102018 POONAM VERMA	preetikahija48 pd@gmail.com	9466442737 Eligible
9030522 HIMSHIKHA	poonamthkr95@gmail.com	7018237501 Eligible
9005893 KOMAL	himshichadm@gmail.com	6281211584 Eligible
9040544 LAXMI KUMARI	komalhoda22@gmail.com	9811871887 Eligible
9054126 AMBIKA KUMARI	laxmiserout1036@gmail.com	8376942550 Eligible
9091427 JYOTI	Ambika36291@gmail.com	8091726276 Eligible
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9024197 BHAWNA	gerapriyanka1995@gmail.com	8168932160 Eligible
9027291 POONAM MAHALA	bhawnaadayan1995@gmail.com	9091528373 Eligible
9067435 PINK	pmahalabhadu560@gmail.com	8104497422 Eligible
9087794 ANITKA SHARMA	Deswa.pink1@gmail.com	9728728048 Eligible
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9054	mhimani783@gmail.com	9711731119 Eligible
901		7050048170 Eligible
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9055218 RITU KHATRI	Poonamkathali1818@gmail.com	6396107496 Eligible
9073538 PAYAL THAKUR	ritukhatr4200@gmail.com	9315751171 Eligible
9043532 KIRTI CHHIKARA	RAHULPATIAL1056@GMAIL.COM	7814490456 Eligible
9058419 DIPALI	kiritchikara1995@gmail.com	7982254889 Eligible
9029734 PRIYA GOEL	randipati8@gmail.com	8284915055 Eligible
9027852 JYOTI	privacem12@gmail.com	7568858570 Eligible
9034731 MEGHA	iyotidhruvya222@gmail.com	8449847803 Eligible
9066826 PRAVEEN KAUR	sehrwalmegha4@gmail.com	8826501584 Eligible
9040389 TANIA	Kaurpraveen92@gmail.com	6239890041 Eligible
9085317 DKTA BHAGOBIA	taryakhokhar7@gmail.com	5717447689 Eligible
9079617 YUKT KA	ektabhagobia18@gmail.com	8091780134 Eligible
9054959 NS GUDDI	YUKTIKASINGH@GMAIL.COM	7503496078 Eligible
9018080 ANILU KUMARI	guddibhatnol50696@gmail.com	5649321815 Eligible
9016035 BABITA KUMARI	anjusingh060994@gmail.com	7891940169 Eligible
9049526 KHUSHBOO JYANI	rbabita77@gmail.com	7807158304 Eligible
9041729 ANNDIAL SHARMA	8219708801@gmail.com	8205076890 Eligible
9090942 MANEM	aaerchu557@gmail.com	5816236906 Eligible
9068572 AMANDEEP KAUR	Manem01993@gmail.com	7877784491 Eligible
9009387 PRLHRA TYAG	manoj151971@gmail.com	9464382550 Eligible
9041667 ARUN KUMAR	simran17tyagi@gmail.com	7888620790 Eligible
9048454 POOJA SHARMA	arjanparwer_480@gmail.com	5587461486 Eligible
9011116 MANJI MAHAJAN	POOJASHARMA174025@GMAIL.COM	7018539013 Eligible
9079065 MAMATA KUMARI	mansitahajandocor786@gmail.com	8076292142 Eligible
9041612 RUCHIKA THAKUR	mamatachoudhary459@gmail.com	8826064038 Eligible
9095553 TARUNA SAINI	Ruchikat887@gmail.com	7807604745 Eligible
9044669 ANJALI SINDHU	taranasainipr@gmail.com	9358341395 Eligible
9010956 CHANDER BHAN	jagwanisindhu@gmail.com	9711208458 Eligible
9043860 SURENDRA	cbchander189@gmail.com	9351942180 Eligible
9036430 HIMANSHI ARORA	pramodvishnoi94@gmail.com	9587581592 Eligible
9087968 RAVI PRAKASH	arorahimanshi114@gmail.com	9034003362 Eligible
9068901 BHERU LAL MEGHWAL	saranvevi201@gmail.com	8118805392 Eligible
9010968 PARVEEN KAMBOJ	blmeghwal23@gmail.com	9785925974 Eligible
9017730 IJA SINGH	motukimbnjpk@gmail.com	8505975834 Eligible

Shalini Mehra

2018

**Email:** - hemasharma1295@gmail.com

**Selected Category:** - UR

**विषय:-** अखिल भारतीय आयुर्विज्ञान संस्थान, नागपुर में नर्सिंग ऑफिसर (स्टाफ नर्स ग्रेड II) (ग्रुप B) नियमित पद हेतु कु. हेमा शर्मा को नियुक्ति प्रस्ताव जारी करने के संबंध में।

**Sub:-** Offer of appointment in respect of Ms. Hema Sharma to the post of **Nursing Officer (Staff Nurse Grade II) (Group-'B')** on regular basis in All India Institute of Medical Sciences, Nagpur (MH).

**Dear Ms. Hema Sharma,**

अखिल भारतीय आयुर्विज्ञान संस्थान, नागपुर एतद् द्वारा आपको नर्सिंग ऑफिसर (स्टाफ नर्स ग्रेड II) के पद (ग्रुप B) पर वेतन संरचना पी.सी.-2 में 9,300 - 34,800 + GP 4,600/- के साथ ही सवक-समय पर स्वीकार्य भत्तों के साथ जैसा कि आपके स्तर के केन्द्रीय कर्मचारियों के लिए स्वीकार्य है निम्नलिखित नियम एवं शर्तों के साथ नियुक्ति प्रस्ताव प्रस्तुत करता है:-

All India Institute of Medical Sciences, Nagpur (MAH) offers you appointment to the post of Nursing Officer (Staff Nurse Grade II) (Group-'B') in the Pay Band-2, Rs. 9,300-34,800 + GP 4,600/- and other allowances as admissible to the Central Government employees of your status on the following terms and conditions:

1. आपकी नियुक्ति पदभार ग्रहण तिथि से 02 वर्ष तक परीक्षा अवधि की होगी। उक्त अवधि प्राथमिक अधिकारी के दिवेक से बढ़ाई भी जा सकती है।
1. You will be on probation for a period of 2 years from the date of joining. The period may be extended at the discretion of the Competent Authority.
2. परीक्षा अवधि के दौरान आपकी नियुक्ति अस्थायी होगी एवं आप सी. सी. एस. (अस्थायी सेवा) नियम 1965 के अधीन होंगे। कदाचार या आपके पूर्ववर्ती सत्यापन के असंतोषजनक कारण जाने पर आपकी नियुक्ति निरस्त कर दी जावेगी।
2. During the period of probation, you will be temporary employee and will be governed by the CCS (Temporary Service) Rules, 1965. Your appointment is liable to be terminated in case of misconduct or if your antecedents are reported to be unsatisfactory at a later stage.
3. आपकी नियुक्ति प्राथमिक होगी एवं यह नियुक्ति दस्तावेजों के सत्यापन एवं चरित्र तथा पूर्ववृत्त के पुष्टि सत्यापन प्रतिवेदन के आधार पर होगी।
3. Your appointment will be provisional and is subject to verification of records and the receipt of satisfactory police verification report on character and antecedents from the police authorities.
4. परीक्षा अवधि के दौरान आपको किसी भी पद के आवेदन किये जाने हेतु एम्स, नागपुर के द्वारा अनापत्ति प्रमाण पत्र जारी नहीं किया जावेगा। यदि आप परीक्षा अवधि के दौरान अपने पद से

Dated: - 11 APR 2022

OFFICE MEMORANDUM

Sub: Recruitment to the post of Nursing Officer - reg

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The undersigned is directed to say that on the basis of result of Nursing Officer Recruitment Common Eligibility Test (NORCET)-2021 conducted by AIIMS, New Delhi on 20.11.2021, Mr./Ms. OSHI RAGHAV S/o/ D/o W/o Sh. SUSHIL KUMAR has been provisionally selected for the post of Nursing Officer in the VMMC & Safdarjung Hospital, New Delhi and the Medical Superintendent is pleased to offer an appointment to the post of "Nursing Officer".

The offer of appointment is subject to terms and conditions mentioned below:

1. The post is temporary and he/she will be appointed on an officiating basis only. He/She will be on probation for a period of 2 years from the date of appointment, which may be extended at the discretion of the competent authority. He/She will be considered for confirmation after he/she successfully completes the probation. Failure to complete the period of probation to the satisfaction of the competent authority will render him/her liable to be discharged from service at any time without any notice and assigning any reason. After the satisfactory completion of the period of probation, the termination of the appointment will be after giving one month's notice on either side. The appointing authority however, reserves the right of termination of his/her services forthwith or before the expiry of the stipulated period of notice by making payment to his/her of a sum equivalent to the pay and allowances for the period of notice or the un-expired period thereof.
2. The appointment to the post shall be governed by Central CCS (CCA) Rules, 1965, CCS (Conduct) Rules 1964 and other rules as applicable and as amended from time to time and regulations made thereunder.
3. The scale of pay of the post is Level 7 (44900-142400) and his/her initial pay will be fixed on the scale according to the rules or instructions issued by the Government of India as the case may be.
4. Dearness and other allowances as admissible to the Central Government Servants of corresponding status at the place of duty will be payable to him/her.
5. Appointment is subject to being declared medically fit and verification of certificates of qualification, experience and caste etc. before joining and he/she is required to submit a declaration to the effect that:
  - a. He/She does not have more than one spouse living or that he/she having a spouse living is not married in any case in which such marriage is void by reason of its taking place during life time of such spouse.
  - b. Submit a declaration to the effect that he/she is aware that in case any statement in the attestation form earlier filled by him/her is found incorrect, his/her services can be terminated by the Competent Authority without any notice.

**OFFICE ORDER**

Nisha Khan

**Subject: Appointment as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences and Research**

Reference: Approval of Director General vide Dy. No 1245 dated 30.01.2018

Director General, HIMSR is pleased to appoint Ms. Nisha Khan D/o Mr. Manavvar Khan as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of HIMSR, on contractual basis for a period of one year w.e.f 05.02.2018.

The appointee is required to submit a medical fitness certificate after a medical check up in Hakeem Abdul Hameed Centenary Hospital. For medical examination you may please contact the Medical Superintendent of the Hospital.

All original certificates may be deposited with the undersigned for verification.

The terms and conditions of the appointment will be as under:

1. That your engagement is purely on contractual basis for a fixed period of one year w.e.f 05.02.2018.
2. You will be paid fixed salary (all inclusive) of Rs 18,000/- per month.
3. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
4. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
5. That this contract can be terminated within the contract period of one month notice or one month pay in lieu of notice from either side without assigning any reason.
6. You will be required to be present in the department throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. You will mark your attendance in the Biometric System of the Organisation.
7. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSR/HAHCH
8. That no notice is required to be given on expiry of the contractual period by efflux of time.

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- ... may vary them as per exigencies of work.
11. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.



(Mushtaq A. Zargar)  
Head Finance & Administration

Ms Nisha Khan  
Village Bijholi Post Office,  
Roorkee, Distt- Haridwar,  
Uttarakhand - 247667

**Copy to:**

1. Dean/Principal, HIMSR
2. Medical Supdt., HAHC Hospital
3. Nursing Supdt., HAHC Hospital
4. Finance Division, HIMSR
5. P.S. to Director General
6. P.A. to Head F&A
7. Personal File /Guard File

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI - 110062**

No: HIMSAR/Admn./Nurses/2019/24

Dated: 25.02.2019

**OFFICE ORDER**

Director General, HIMSAR is pleased to approve contractual-appointment of staff nurses in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences & Research on all inclusive fixed salary of Rs 20,000/- per month for a period of one year with effect from the date of their joining. An Annexure detailing their names is enclosed herewith.

All the incumbents are hereby directed to report to the Medical Superintendent of Hakeem Abdul Hameed Centenary Hospital for medical examination and other joining formalities. **The appointment is subject to your medical fitness clearance certificate.**

**The terms and conditions of the appointment will be as under:**

1. Your engagement is purely on contractual basis for a period of one year from the date of joining.
2. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
3. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
4. That this contract can be terminated within the contract period by one month notice or one month pay in lieu of notice from either side without assigning any reason.
5. You will be required to be present in the HAH Hospital throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. You will mark your attendance in the Biometric System of the Organisation.
6. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSAR/HAHCH
7. That no notice is required to be given on expiry of the contractual period by efflux of time.
8. That this appointment will not confer any right on you to claim regular appointment to the post and will not count for the purpose of seniority, promotion and service benefits etc.
9. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
10. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.

All individual officials

**Copy to:**

1. Dean/ Principal, HIMSAR
2. Medical Superintendent
3. Nursing Superintendent
7. Personal File/Guard File

(Mushtaq A. Zafar)  
Head Finance & Administration



4. Finance Section, HIMSAR
5. Assistant Manager, IT
6. P.S. to Director General, HIMSAR

ANNEXURE

Appointment of Staff Nurses in HAH Centenary Hospital

1. Mr. Iqbal S/o Mr. Abdul Rehman
2. Ms Neha Rajput D/o Mr. Satish Kumar
3. Ms H. Vungneimoi D/o Mr. Dalkhanthang
4. Mr. Mohd Mohsin S/o Mr. Mohd Rafique
5. Ms Sana Parveen D/o Mr. Yameen Salmani
6. Ms Salma Begum D/o Mr. Shahdeen
7. Ms Prema Tete D/o Mr. Felix Tete
8. Ms Neelam Sharma D/o Mr. Jagannath Sharma
9. Ms Nancy Mishra D/o Mr. Ramlakhan Mishra
10. Mr. Tahir Ali Khan S/o Mr. Takdir Ali Khan
11. Ms Jennifer Spencer D/o Mr. Robert Spencer
12. Ms Josna Joshy Kozhipatt D/o Mr. Joshy K.P.
13. Mr. Aavesh Khan S/o Mr. Mahtab Khan
14. Ms Sahida Bano D/O Mr. Mohd Bachauddin
15. Ms Sameena D/o Mr. Haroon
16. Ms Meenakshi D/o Mr. Mahesh Chander
17. Ms Deepti D/o Mr. Kuldeep Singh
18. Ms Umra Khan D/o Mr. Mohd Anjum Khan
19. Ms Aafrin D/o Mr. Mohd Diwan
20. Ms Komal Masih D/o Mr. Johnson Masih
21. Ms Tanvi Sana Shivangi Sharma D/o Mr. Satish Kumar Sharma
22. Ms Aruna J Stephen D/o Mr. Johnison Anil
23. Ms Deepti Lohani D/o Mr. L. M. Lohani
24. Ms Sheeba Saifi D/o Mr. Shamshad Saifi
25. Ms Shweta Gehlot D/o Mr Sunil Kumar
26. Ms Razia Bano D/o Mohd Munna Khan
27. Ms Sazda D/o Mr. Basheer Ahmed
28. Ms Rosemerry Daniel D/o Mr. Mohabbat Masih
29. Ms Shweta Sharma D/o Mr. Satish Chand Sharma
30. Ms Neethu N.D. D/o Mr. N. A. Devassykutty
31. Ms Surbhi D/o Mrs. Lalita
32. Ms Ankita D/o Mr. Omprakash
33. Ms Saltanat W/o Mr. Arshad
34. Mr. Mohd Naeem S/o Mr. Khursheed Ahmed
35. Ms Anita Sharma D/o Mr. Deshraj Sharma
36. Ms Kunglianmawi D/o Mr. G. Suanmang
37. Ms Anjum D/o Mr. Iqrar Ahmed
38. Ms Sarasu .K D/o Mr. M. Kuppusswami
39. Ms Rutba D/o Mr. Lal Masih
40. Mr. Mohd Zunaid Choudhary S/o Mr. Abdul Sattar
41. Mr. Abhimanyu Sharma S/o Mr. Ashok Sharma
42. Ms Javeria Naaz D/o Mr. Afroz Alam
43. Ms Sonia Masih D/o Mr. Sitar Masih
44. Ms Meena Kumari D/o Mr. Moti Ram
45. Ms Vandana D/o Mr. Anil Kumar Sharma
46. Ms Shaily D/o Mr. James Masih
47. Mr. Saddam Hussain S/o Mr. Liyakat Ali
48. Ms Sheron Das D/o Mr. Sushil Das
49. Mr. Bheru Lal S/o Mr. Prahlad Ram
50. Mr. Mohd Danish Khan S/o Mr. Mujahid Ahmed
51. Ms Manisha Singhal D/o Mr. Satender Kumar

(Mushfiq A. Zafar)  
Head Finance & Administration

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI - 110062**

D.No: HIMSR/Admn./Nurses/2018-69  
Dated: 05.03.2018

**OFFICE ORDER**

**Subject: Appointment as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences and Research**

Reference: Approval of Director General vide Dy. No 1245 dated 30.01.2018

Director General, HIMSR is pleased to appoint Ms Sadrun Khatoon W/o Mr. Mohd. Rizwanul Huda as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of HIMSR, on contractual basis for a period of one year w.e.f 19.02.2018.

The appointee is required to submit a medical fitness certificate after a medical check up in Hakeem Abdul Hameed Centenary Hospital. For medical examination you may please contact the Medical Superintendent of the Hospital.

All original certificates may be deposited with the undersigned for verification.

The terms and conditions of the appointment will be as under:

1. That your engagement is purely on contractual basis for a fixed period of one year w.e.f 19.02.2018.
2. You will be paid fixed salary (all inclusive) of Rs 18,000/- per month.
3. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
4. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
5. That this contract can be terminated within the contract period of one month notice or one month pay in lieu of notice from either side without assigning any reason.
6. You will be required to be present in the department throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. You will mark your attendance in the Biometric System of the Organization.
7. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSR/HAHCH
8. That no notice is required to be given on expiry of the contractual period by efflux of time.




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9. That this contractual appoint will not confer any right on you to claim regular appointment to the post and will not count for the purpose of seniority, promotion and service benefits etc.
10. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
11. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.

  
(Mushtaq A. Zargar)  
Head Finance & Administration

**Ms Sadrun Khatoon**

H-16, H. No 274/53B Ratiya Marg,  
Sangam Vihar, New Delh - 110080

**Copy to:**

1. Dean/Principal, HIMSR
2. Medical Supdt., HAHC Hospital
3. Nursing Supdt., HAHC Hospital
4. Finance Division, HIMSR
5. P.S. to Director General
6. P.A. to Head F&A
7. Personal File /Guard File

*o/c*  
*2/3/18*

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH  
AND ASSOCIATED HAH CENTENARY HOSPITAL  
JAMIA HAMDARD, NEW DELHI- 110062**

D.No: HIMSR/Admn./Nurses/2018-71

Dated: 05.03.2018

**OFFICE ORDER**

**Subject: Appointment as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences and Research**

Reference: Approval of Director General vide Dy. No 1245 dated 30.01.2018

Director General, HIMSR is pleased to appoint **Ms. Uzma Nazia D/O** Nazeer Ahmad as Staff Nurse in Hakeem Abdul Hameed Centenary Hospital of HIMSR, on contractual basis for a period of one year w.e.f 17.02.2018.

The appointee is required to submit a medical fitness certificate after a medical checkup in Hakeem Abdul Hameed Centenary Hospital. For medical examination you may please contact the Medical Superintendent of the Hospital.

All original certificates may be deposited with the undersigned for verification.

The terms and conditions of the appointment will be as under:

1. That your engagement is purely on contractual basis for a fixed period of one year w.e.f 17.02.2018.
2. You will be paid fixed salary (all inclusive) of Rs 18,000/- per month.
3. In addition to normal holidays(s), you will be entitled for one and half day's leave for each completed month of service
4. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
5. That this contract can be terminated within the contract period of one month notice or one month pay in lieu of notice from either side without assigning any reason.
6. You will be required to be present in the department throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. You will mark your attendance in the Biometric System of the Organisation.
7. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSR/HAHCH
8. That no notice is required to be given on expiry of the contractual period by efflux of time.



Cont.....

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9. That this contractual appoint will not confer any right on you to claim regular appointment to the post and will not count for the purpose of seniority, promotion and service benefits etc.
10. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
11. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of the undersigned within a week, failing which this offer shall stand withdrawn automatically.



(Mushtaq A. Zargar)  
Head Finance & Administration

H.No. C-6, 2<sup>nd</sup> Floor,  
Main Road Chauhan Banger,  
Delhi-110053

**Copy to:**

1. Dean/Principal, HIMSR
2. Medical Supdt., HAHC Hospital
3. Nursing Supdt., HAHC Hospital
4. Finance Division, HIMSR
5. P.S. to Director General
6. P.A. to Head F&A
7. Personal File /Guard File