



KURUKSHETRA UNIVERSITY KURUKSHETRA

[Established by the State Legislature Act XII of 1956]

(‘A+’ Grade, NAAC Accredited)

AQAR-2020-21

5.2.2

Placement of Outgoing Students

Department of Micro-biology



Panacea Biotec
Innovation in support of life

REF: PBL/HRD/MF01/OFFER/2021/0492

Dated: 18.10.2021

MS Amanat Mehta

**Bansi Gate
Gali ganga Mandir
Firozpur-152002
Punjab**

**SUB: OFFER FOR THE POSITION OF Trainee Scientific Officer
-Production**

Dear MS. Mehta,

With reference to our interaction on the subject cited above, we are pleased to offer you the position of Trainee Scientific Officer -Production(Band:5, Grade:E7) based at Lalru as headquarter on the terms and conditions as follows:

1. Your remuneration package, including prerequisites attached to your position would be as per Annexure.
2. This offer is valid from the date of your joining, which should not be later than **18.10.2021**. You will be issued a formal appointment letter upon joining the Company.
3. Kindly handover below mentioned mandatory documents at the time of joining or forward the same to enable us to issue you the appointment letter:
 - 3.1 Coloured passport sized latest formal photographs - four copies for Personnel records.
 - 3.2 Coloured post card size latest group photograph of self and dependents - Two (In case of coverage in to ESI as per attached Annexure).
 - 3.3 Attested Photostat copy of Birth certificate / proof of age for arriving at the date of retirement.
 - 3.4 Attested Photostat copy of the all-academic qualifications.
 - 3.5 Copy of your Pan Card (Self Attested) for income tax purpose / proof of copy of Pan Card application duly submitted

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Panacea Biotec Ltd.

CIN: L33117PB1984PLC022350

Registered Office : Ambala-Chandigarh Highway, Lalru 140501, District :SAS Nagar, Punjab, India Ph. :+91 1762 505900 Fax. +91 1762 505909
Corporate Office : B1 Extn/G-3, Mohan Cooperative Industrial Estate, Mathura Road, New Delhi 110044, India Ph. :+91 11 41679000, Fax: +91 11 41679060
Website : www.panaceabiotec.com, Email: corporate@panaceabiotec.com

to Income tax authority.

3.6 Medical Fitness certificate from a registered Medical Practitioner

3.7 NOC from all previous employers, if applicable to ascertain your employment status.

3.8 Universal Account Number (UAN) under "The employees' Provident Funds and Miscellaneous Provisions Act, 1952" .

3.9 ESI Number under "Employees' State Insurance Act, 1948" from Previous employer if applicable.

3.10 Copy of AADHAAR Card

4. It is mandatory to bring Original Certificates for verification at the time of joining.

5. All costs that have been incurred by the Organization on account of your joining or reimbursed to you by the organization (such as Relocation Expenses, Traveling expenses, Notice pay reimbursement any other such specific cost, if any) will be recovered in Full in the event of your resignation to the Company before completion of 12 months of services in the organization.

6. This offer will be subject to reference check & receipt of satisfactory verification of the particulars given by you in your application form.

7. Any omission, inaccuracy or failure to disclose all the relevant particulars and information with respect to Personnel Records tendered by you, may be deemed sufficient reason to withhold or suspend this offer.



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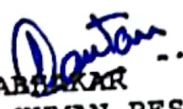
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Panacea Biotec
Innovation in support of life

Kindly sign the duplicate copy of this letter as a token of your acceptance of this offer and send back to undersigned for record.

Yours faithfully,
For **Panacea Biotec Limited**,


NEETU PRABHAKAR
A.G.M. - HUMAN RESOURCES
**PS

I confirm having read and understood the above terms & conditions and promise to abide by all the terms & conditions as specified above.

Signature of the candidate.

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Ms. Harpreet Kaur
Yamuna Nagar,
Haryana

Date: 27 SEP 2021

Dear Harpreet,

Welcome to "The SENTISS PHARMA".

SENTISS is a growing company, not far away becoming a globally admired organization. The journey ahead is filled with challenges and requires all of us to contribute together and work as a cohesive team.

It is our strong belief that companies grow and flourish by the enthusiasm and efforts of people working in them. We are sure that you will add value to the company not only with your qualifications and experience, but also with your enthusiasm and dedication.

We invite you to join us in making SENTISS a truly global corporation.
Your offer details are as under:-

Position	:	Trainee HRYPP – QA
Annual Compensation & facilities	:	As discussed and agreed upon
Place of work	:	Vill.: Khera Nihla,
		Teh.: Nalagarh,
		Distt.: Solan (H.P.)
Date of Joining	:	04 OCT 2021

As per our company policy, you are requested to submit a copy of acceptance of your resignation within 7 days of this 'Letter of Offer'.


This offer letter is valid subject to you being found medically fit by an authorized medical practitioner or the medical check-up conducted by the company at the time of joining.

A list of documents, which you are required to bring at the time of joining, is attached for your reference.

Please sign copy of this letter in token of your acceptance & return to us.

WELCOME TO THE EXCITEMENT AT SENTISS

With warm regards,
For **SENTISS PHARMA PVT. LTD.**


Authorized Signatory

SPL-HR-SOP-027-06

Sentiss Pharma Private Limited (Formerly known as Promed Exports Private Limited)

Manufacturing Plant

Village Khera Nihla, Tehsil Nalagarh,
District Solan, Himachal Pradesh-174101, India
Tel: +91-9805512822
Fax: +91-1795-220527
Website: www.sentisspharma.com

Registered Office

212, Ashirwad Commercial Complex,
D-1, Green Park, New Delhi-110016, India
Tel: +91-11-26863503
Fax: +91-11-26968517
CIN No.: U74899DL1994PTC056894

Remuneration Structure			
Name :Harpreet Kaur			
Department :QA			
Designation :Trainee			
Band & Grade : I &E-2			
DOJ : 04 OCT 2021			
S. No	Heads	Per Month in INR	Per Annum in INR
(A)	Salary		
	Basic Salary	9,730	116,760
	House Rent Allowance	3,892	46,704
	Special Allowance	0	0
	Health & Fitness Allowance	1,250	15,000
	Total (A)	14,872	178,464
(C)	Statutory Contribution		
	Co's Contribution to ESI @3.25% of gross	483	5,800
	Co's Contribution to PF @12% of Basic	1,318	15,811
	Total (C)	1,801	21,611
(F)	Target Potential Earnings (D+E)	16,673	200,075
Note:- <ul style="list-style-type: none"> As per the Finance act 2018, standard deduction of INR 40,000 is introduced in lieu of Medical Reimbursement and Conveyance Allowance. In view of this we have discontinued Medical Reimbursement and Conveyance Allowance. For claiming all monthly/annual expenses reimbursements, relevant supporting bills and declaration needs to be submitted. All the payments are subject to Income Tax Rules & Regulations. Above Emolument Structure is solely at the discretion of the management which can be changed any time. Any other facility/ allowance extended earlier but not gaining mention in this annexure will stand withdrawn.			

**Ms. Shalini Sharma
D/o Sh. Sanjiv Sharma
75-B Vashisht Nagar,
Ambala Cantt,
Haryana**

Date: 27 SEP 2021

Dear Shalini,

Welcome to "The SENTISS PHARMA".

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SPL-HR-SOP-027-06 **Promed Exports Private Limited** (Formerly known as 'Promed Exports Private Limited')

Manufacturing Plant

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Fax: +91-11-26968517
CIN No.: U74899DL1994PTC056894

Remuneration Structure			
Name :Shalini Sharma			
Department :Microbiology			
Designation :Trainee			
Band & Grade : I &E-2			
DOJ : 04 OCT 2021			
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Handwritten signature