

## MICRO LABS LIMITED

REGD. & CORPORATE OFFICE: # 31, RACE COURSE ROAD, BENGALURU 560 001, KARNATAKA, INDIA  
Tel. : +91- 80-2237 0451- 57 Fax : +91-80-2237 0463 CIN: U24232KA1973PLC002d01 Website: www.microlabsltd.com Email : info@microlabs.in

MLL/ML18/OS/2024/OL/19617

05.12.2024

Mr. Kushan Raj P  
C/o: M Perumal, No 74/21 Vasanth Nagar,  
Opp Thayappa Kalyana Mandapam, Hosur,  
Krishnagiri  
Hosur, Tamil Nadu - 635109

Sub: Offer of Employment

Dear Mr. Kushan Raj P

This has reference to your application for employment in our company and the subsequent interview you had with us. We are pleased to offer you an employment with our organization in the R&D A department based at R&D - Kudlu, Bangalore. The remuneration package as mutually agreed upon shall be communicated to you on your joining with us.

Please note that this is merely an Offer Letter. The Company's standard Appointment Letter containing exhaustive terms and conditions of employment will be issued to you on your joining the company, which shall be binding on you.

You are requested to join us latest by 03.03.2025 failing which this Offer of employment stands withdrawn. Kindly also confirm your exact Date of Joining at least 7 days prior to your joining the Organization.

You are required to submit the following documents at the time of joining :

- Joining Report
- Passport size photographs - 3 Nos.
- Photocopy of your educational Certificates – From SSLC onwards
- Proof of Date of Birth
- Pre-employment Medical Fitness Certificate from a Registered Medical Practising Doctor
- Copy of Resignation and Relieving letter from immediate previous employer
- Last Salary Slip / Salary Certificate, as applicable  
Provisional Income and Tax deducted as source Certificate from the previous employer  
(if applicable) along with a copy of PAN card
- PF UAN from previous employer
- Copy of Aadhar Card

Kindly confirm your acceptance of joining on the duplicate copy of this Offer Letter.

Yours cordially,  
For MICRO LABS LIMITED,

Ramakrishnan .V.R  
Associate Vice President - Human Resources

9110613819  
yakshitha6767@gmail.com

ZIPPI99

M.Ph-cology  
2021-23



Date:15-May-2024

Dear YAKSHITHA M

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

We are pleased to make you an offer of employment as **TRAINEE - MEDICAL REVIEWER** full time and your place of posting will be **Bengaluru-I** with an Annual CTC Compensation of **Rs. 2,56,228.00 (Two Lakhs Fifty Six Thousand Two Hundred Twenty Eight Rupees Only)**. Your date of joining will be on or before **15-May-2024**, beyond which this offer stands revoked.

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

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

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

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

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

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

All our new employees have been asked to report to office as part of employment starting Apr'2022 and By accepting this offer, you agree to abide by this clause that this offer of employment entails Working from Office (WFO) effective your **15-May-2024**.

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

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

REGD. & CORPORATE OFFICE: # 31, RACE COURSE ROAD, BENGALURU 560 001, KARNATAKA, INDIA  
 Tel.: +91- 80-2237 0451- 57 Fax : +91-80-2237 0463 CIN: U24232KA1973PLC002401 Website: www.microlabsltd.com Email : info@microlabs.in

REF: MLL/ML03/PS/2024/136868

Date: 06.03.2024

**Ms. Suvanjali Mishra,**  
 07, Dhamaura,  
 West Champaran,  
 Bihar - 845449  
**Employee No. : 136868**

Dear Ms. Suvanjali,

**Sub: Appointment to the post of Management Trainee**

This has reference to your application for employment in our organization and subsequent interview you had with us, we are pleased to appoint you as "Management Trainee" in the Quality Control Department based at Hosur Unit 3, Tamil Nadu with effect from 04.03.2024 on the following terms and conditions:

1. Your remuneration package will be as follows:

Salary Components	Rs. Per Month	Rs. Per Annum
Stipend	8,325	99,900
House Rent Allowance	4,165	49,980
Conveyance Allowance	4,045	48,540
Attire Allowance	1,500	18,000
<b>Monthly Salary</b>	<b>18,035</b>	<b>216,420</b>
<b>Annual Perks &amp; Other Benefits</b>		
P.F. (Company's contribution)	-	11,988
Payment of Bonus	-	16,800
Gratuity (4.81% of Basic)	-	4,803
<b>Cost to Company (CTC)</b>	<b>-</b>	<b>250,011</b>

2. You will be on Training for a period of one year from your joining date. Your training period may be extended at the discretion of the Management.
3. On successful completion of one year training period, your overall performance will be evaluated and then confirmed in the permanent employment of the company with a revised remuneration package, suitably.
4. Unless confirmed in writing whether the Company can offer you permanent employment, you will continue to be on training. However your appointment as a trainee does not entitle you as a matter of any right to permanent employment with us.
5. During the course of employment with the company, you may leave the company's services by giving Two months notice or salary in lieu thereof. However, on submission of your resignation, it would be the discretion of the Management to relieve you from your duties before completion of the notice period. Similarly, your services may be terminated for any breach of terms and conditions of the appointment or any rules for any other reasons at the discretion of the Management by giving Two months notice or salary in lieu of the period.
6. During the tenure of your employment with us, you will have to work at various places which will be

*Suvanjali Mishra*



# ICMR-PCOS PROJECT

19 P5988  
2023 - passed out,

B. Pharm

Date: 19<sup>th</sup> November, 2024

No.1/HR/AO/954/2024

Ms. Kavya N,  
Sri Mahi Comforts,  
New Luxury PG for Ladies,  
#10/A Near Oxford college Back Gate  
Hongsandra Main road Bommanahalli  
Bangalore - 500068

Dear Ms. Kavya,

With reference to your application and subsequent interview, you are hereby offered a post of **Field Investigator** for the ICMR-PCOS Project, on the following terms and conditions:

1. You will be engaged as a **Field Investigator** on a contract basis from 19<sup>th</sup> November, 2024 to 31<sup>st</sup> May, 2025 which can be terminated by end of the project or availability of fund which will be earlier. On the expiry of your contract period if you do not receive a written order regarding the continuity of your service your appointment will be terminated automatically.
2. During the contract period, you will be paid a consolidated salary of Rs.31000/- per month. Statutory deduction will be made as per the prevalent law.
3. You will be eligible for 6 days of Casual Leave in the first six months.. You will also be eligible for Weekly Off and Public Holidays as notified by the Management and the PI
4. You will work under the direction and supervision of Dr. Ganapathi Bantwal In-Charge of the ICMR-PCOS Project and co-operate with all the staff of the department.
5. You will work for six days a week, from Monday to Saturday. The normal working hours of the Institution are from 09:00 a.m. to 4:30 p.m. from Monday to Friday and from 09.00 a.m. to 1p.m. on Saturdays. However, you are required to do shift duties including night duties as per the requirement of the Division/Project. You may remain longer hours as and when the need arises depending on the exigency of work in the research project.
6. Your employment with the Research Project is full-time and in no circumstance may you engage yourself in any other employment or business whatsoever whilst so employed. Any breach of these conditions may result in your immediate termination.
7. You will be governed by the rules and regulations and other orders of the Institution which administers the research project, as in force and any additions to or amendments of these rules and regulations as may be made from time to time, while you remain in the service of the research project.
8. If you remain absent for more than 30 consecutive days without prior sanction of leave or permission, or for more than 8 continuous days without any intimation, you shall be deemed to have abandoned the employment, and your service shall ipso facto stand terminated without any notice with effect from the date on which the absence commenced.



Children's Education Society (Regd.)

# The Oxford College of Pharmacy

(Recognised by the Govt. of Karnataka, Affiliated to Rajiv Gandhi University of Health Sciences, Karnataka; Approved by Pharmacy Council of India, New Delhi)

## PLACEMENT AND PROGRESSION FOR HIGHER EDUCATION SURVEY FORM FOR STUDENTS

Name of the student: BHAVYASHRI . S.

Register No: 18P1565

Phone No: 90088 58810

E-mail Id: Bhavyasri7022001@gmail.com.

Please answer the following questions.

1. What is your current career status?

- Employed  
 Self-employed  
 Planning for higher education.  
 Joined higher education.

2. If employed, provide the details?

Omkara healthcare, Brookebond, healthcare  
Whitefield, Bangalore - 560066.

3. If joined higher education, provide the details.

Name of the college: \_\_\_\_\_

Address: \_\_\_\_\_

Course admitted: \_\_\_\_\_

Signature of the student: \_\_\_\_\_

[Handwritten Signature]



Children's Education Society (Regd.)

# The Oxford College of Pharmacy

(Recognised by the Govt. of Karnataka, Affiliated to Rajiv Gandhi University of Health Sciences, Karnataka; Approved by Pharmacy Council of India, New Delhi)

## PLACEMENT AND PROGRESSION FOR HIGHER EDUCATION SURVEY FORM FOR STUDENTS

Name of the student: Nisha.S.

Register No: 18p1602

Phone No: 8154 347090.

E-mail Id: nishaselvarmanio3@gmail.com.

Please answer the following questions.

1. What is your current career status?

- Employed  
 Self-employed  
 Planning for higher education.  
 Joined higher education.

2. If employed, provide the details?

Astha health care, Vivekanadhae Street, MGK  
nagar, Mookandapalli - Hosur.

3. If joined higher education, provide the details.

Name of the college: \_\_\_\_\_

Address: \_\_\_\_\_

Course admitted: \_\_\_\_\_

Signature of the student: Nisha





Children's Education Society (Regd.)  
**The Oxford College of Pharmacy**  
(Recognised by the Govt. of Karnataka, Affiliated to Rajiv Gandhi University of Health Sciences,  
Karnataka; Approved by Pharmacy Council of India, New Delhi)

**PLACEMENT AND PROGRESSION FOR HIGHER EDUCATION SURVEY FORM  
FOR STUDENTS**

Name of the student: Saranya. R.  
Register No: 19p6018  
Phone No: 9597694763  
E-mail Id: Saranya123@gmail.com.

Please answer the following questions.

1. What is your current career status?


- Employed  
 Self-employed  
 Planning for higher education.  
 Joined higher education.

2. If employed, provide the details?

Saranya pharmacy; Arasakuppam, Kaishnagiri,  
Tamilnadu

3. If joined higher education, provide the details.

Name of the college: \_\_\_\_\_  
Address: \_\_\_\_\_  
Course admitted: \_\_\_\_\_

Signature of the student: 



Children's Education Society (Regd.)

# The Oxford College of Pharmacy

(Recognised by the Govt. of Karnataka, Affiliated to Rajiv Gandhi University of Health Sciences,  
Karnataka; Approved by Pharmacy Council of India, New Delhi)

## PLACEMENT AND PROGRESSION FOR HIGHER EDUCATION SURVEY FORM FOR STUDENTS

Name of the student: PRATIK JAIN

Register No: 18 p1609

Phone No: 9436647848

E-mail Id: jnpu20123@pjmail.com

Please answer the following questions.

1. What is your current career status?

- Employed  
 Self-employed  
 Planning for higher education.  
 Joined higher education.

2. If employed, provide the details?

Jainpharmacy, Thangal Bazar, Imphal. west.

3. If joined higher education, provide the details.

Name of the college: \_\_\_\_\_

Address: \_\_\_\_\_

Course admitted: \_\_\_\_\_

Signature of the student: Pratik





Children's Education Society (Regd.)

# The Oxford College of Pharmacy

(Recognised by the Govt. of Karnataka, Affiliated to Rajiv Gandhi University of Health Sciences, Karnataka; Approved by Pharmacy Council of India, New Delhi)

## PLACEMENT AND PROGRESSION FOR HIGHER EDUCATION SURVEY FORM FOR STUDENTS

Name of the student: DHANASEKHAR. M.K.

Register No: 18P1569

Phone No: 8056832876

E-mail Id: dhanushmkrao@gmail.com

Please answer the following questions.

1. What is your current career status?

- Employed  
 Self-employed  
 Planning for higher education.  
 Joined higher education.

2. If employed, provide the details?

Ganush pharma, VGP-layout, Kudlugate  
Bangalore - 560068.

3. If joined higher education, provide the details.

Name of the college: \_\_\_\_\_

Address: \_\_\_\_\_

Course admitted: \_\_\_\_\_

Signature of the student: Dhanush