



Government of Goa,
Office of the Executive Engineer,
Works Division XVI (BC),
Public Works Departments,
Ponda - Goa.

NO.22-4/PWD/WDXVI (BC)/ADM/2024-25/590

Dated:- 11/11/2024.

CERTIFICATE

This is to certify that **Sahida Hasib Shaikh** has worked in this Division as apprentice trainee in the trade of **Secretary** under "Goa Chief Minister Policy for Government Establishment 2023" and has completed successfully the training of One year for the period from **01/11/2023 to 25/10/2024**.

During the said training she bears good moral character.

(Sandeep Y. Gaude)
Executive Engineer
WD XVI(BC), PWD, PONDA

To,
Sahida Hasib Shaikh,
H.No. 1610, Palvada,
Usagao,
Ponda -Goa.



RIVER NAVIGATION DEPARTMENT

Government of Goa
Betim - Bardez Goa 403 101

Fax- 2414485

Ph. No 2410790

e-mail : admn-river.goa@nic.in

No.RND/Admn/I/182/24-25/1485

Dated: 13/11/2024

RELIVING ORDER

As per the request of the Secretary (RND) vide Note No. Secy(RND)/Staff/2024/7 dated 11/11/2024, the following Apprentice are hereby relived to report to the Secretary(RND), Secretariat, Porvorim Goa, w.e.f. 13/11/2024 F.N. as a working arrangement until further order.

1. Shri Sahil S. Karbotkar, Apprentice-Office Assistant (LDC).
2. Shri Deepraj V. Khedekar, Apprentice-Peon.

This is issued with the approval of the Captain of Ports/Head of Department.

(Vikramsinh N. Rajebhosale)
Director(RND)

River Navigation Department, Betim Goa.

To.

1. Shri Sahil S. Karbotkar, Apprentice-Office Assistant (LDC).
2. Shri Deepraj V. Khedekar, Apprentice-Peon.

Copy to:

1. The PA to the Secretary(RND), Secretariat, Porvorim Goa.
2. The Captain of Ports, Panaji Goa.
3. The Director(RND), Marine Workshop, RND, Betim - Goa.
4. The Assistant Accounts Officer, RND, Betim - Goa.
5. The Concerned file.
6. The Guard file.

TMPCON082496117

Model Contract of Apprenticeship Training for Major/Minor* Apprentices

1. Name and Registered Address of Establishment : SATTARI GOVERNMENT INDUSTRIAL TRAINING INSTITUTE
(E07223000001)
- with Telephone no. & E-mail address : HONDA, SATTARI, HONDANorth Goa, Goa
- : 0832-2370242
: sattari-iti.goa@nic.in
2. (a) Name of Apprentice (Block Letters) : SEJAL PRASHANT SAWAL (A072324386)
(b) Father's/Mother's /Spouse's Name : Prashant Sawal
3. Address of apprentice : H.No. 594, sawal wada, Viridi, Sanquelim,
Goa, North Goa, 403505, Sanquelim
: North Goa, Goa
4. Gender : Female
5. Date of Birth : 07-02-2002
6. (a) Whether belongs to SC/ST/OBC/PwD/ Minority : No
(b) Name of the Category : General
7. Educational Qualification (Highest) : Graduate - B.A.
8. (a) Category of Apprenticeship : Optional
(b) Name of the trade for which Apprentice is training : Domestic Data Entry Operator_V2
9. Apprenticeship Training duration (Total) : 360 Days
(a) Duration of Basic Training : 2 Weeks
(b) Period of On-the-Job Training : From 29-08-2024 to 23-08-2025
10. Apprenticeship Training Location : SATTARI GOVERNMENT ITI
(a) Name and address of facility where Basic Training is to be provided : N/A
(b) Name and address of the facility where On-the-Job Training is to be provided : SATTARI GOVERNMENT INDUSTRIAL TRAINING INSTITUTE
SATTARI GOVERNMENT ITI
North Goa
Goa
11. (a) Date of execution of contract : N/A
(b) Age of Apprentice on the date of execution of contract : 22 years, 6 months and 21 days
12. Is the establishment opting for benefits under NAPS*? : Yes
*If yes, Annexure 2 to this contract will also be applicable.



***For DBT cases- Partial stipend support by the Government of India under NAPS will be limited to 25% of the stipend paid, upto a maximum of Rs. 1500 per month per apprentice during the apprenticeship training period.**

For Non-DBT cases- Full stipend will be paid by the employer

13. Monthly stipend amount

Year of training	Total stipend amount (in Rs.)	Break up of total stipend amount (in Rs.)	
		Employer's share out of col. 2	Government of India's share out of col. 2(25% of stipend paid upto a maximum of Rs. 1500 per month per apprentice)
(a) During 1st year of training	10000	10000	0
(b) During 2nd year of training	N/A	N/A	0
(c) During 3rd and 4th year of training	N/A	N/A	0

The Establishment agrees and understands that the minimum monthly stipend amount is prescribed in the Rule 11(1) of Apprenticeship Rule, 1992. The Establishment confirms that the agreed monthly stipend amount entered above must be higher than these minimum rates.

If the minimum rates are modified through legislation (either through modification of rules, or through modification of minimum wages payable) during the course of apprenticeship, this revised rates will apply as the minimum payable to Apprentice

14. (a) Name and Address of Guardian In case Apprentice is under 18 years of age (Minor) : N/A

(b) Relationship with the Apprentice : N/A

15. (a) Whether Apprentice was identified through approved Third Party Aggregator : No

(b) Name of TPA (if applicable) : N/A


16. We, the Establishment, Apprentice/Guardian solemnly declare that we have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992 as amended from time to time, regarding the contract of apprenticeship training including obligations and terms and conditions contained in Schedule V and VI of the said rules and will comply with the same.

17. I, the Apprentice, declare that all details shared by me, including educational qualifications and other personal information shared, is correct and will provide original documents for verification at any time

18. We, the Establishment, have examined the Apprentice's information, including personal details, and will seek relevant documentation for verification as and when required.

19. In case of default by either the apprentice or the employer, we agree to compensate the other party as per the provisions of the Apprenticeship Rules, 1992 (Main Provisions of the Rules may be seen in the Annexure 1).

20. The Establishment, Apprentice/Guardian hereby also declares to comply with the terms and conditions of National Apprenticeship Promotion Scheme (NAPS),if applicable.



Signature of the
Employer with seal

Signature of Apprentice

Signature of Guardian

FOR OFFICE USE ONLY

Contract Registration No. : TMPCON082496117
(To be given by the Office of the Apprenticeship Adviser)
(Mandatory only for Registered Trades)

Signature of Registering Authority
(Apprenticeship Advisor)
(Registration required for Designation trade only)

Annexure 1 Contract of Apprenticeship Training

Some provisions of the Apprenticeship Rules relating to the Contract of Apprenticeship Training are reproduced below for sake of convenience.

Both the Establishment and Apprentices have read and are bound by the provisions of the directions in have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992, which will apply to this Contract of Apprenticeship

1. The stipend for a particular month shall be paid by the tenth day of the following month. No deduction shall be made from the stipend for the period during which an apprentice remains on casual leave or medical leave. Stipend shall, however, not be paid for the period for which an Apprentice remains on extraordinary leave.
2. Where the Contract of Apprenticeship is terminated through failure on the part of the employer in carrying out the terms and conditions of the Contract (as notified under the Apprenticeship Rules, 1992), he shall pay to the apprentice compensation as determined by Apprenticeship Advisor.
3. In the event of premature termination of Contract of Apprenticeship for failure on the part of apprentice to carry out the terms and condition of the contract (as notified under the Apprenticeship Rules, 1992), the apprentice hereby guarantees to employer the payment of such amount as determined by the Apprenticeship Adviser as and towards the cost of training.

Annexure -2 | Covenants and conditions specific to NAPs scheme

1. For availing benefit under NAPS scheme, the course under which apprenticeship training is being provided, should be NSQF aligned.
2. Assessment and Certification shall be done jointly by the establishment and SSC/ NCVT/ other bodies as notified from time to time under NAPS guidelines.
3. The Establishment warrants and confirms that they have studied, understood and agree to comply with the guidelines that are applicable to Establishments that are part of the NAPS scheme. These guidelines are published at (<https://www.apprenticeshipindia.gov.in>) and maybe updated from time to time.



Infipre IT Services (OPC) Pvt. Ltd. || Letter of Intent

2 messages

HR manager <hr@infi-pre.com>

Wed, 13 Mar, 2024 at 5:24 pm

To: vaibhvac03 <vaibhvac03@gmail.com>

Cc: Yatin Kanekar <yatin@infi-pre.com>, naikguruprasadramkrishna <naikguruprasadramkrishna@gmail.com>, gcascsc <gcascsc@gmail.com>

Hello Vaibhav,

Congratulations!!

You have been selected to join Infipre IT Services (OPC) Pvt. Ltd. as a **Junior Software Developer**.

Attached herewith is your letter of Intent.

Kindly accept this letter by acknowledging this email by 18th March 2024, failing which this appointment will be deemed cancelled. If you accept this appointment letter and fail to join us within 3 days from your given joining date, this letter will stand automatically terminated.

Also, please note that your joining date is mentioned as 3rd June 2024. Please intimate us with your confirmed joining date.

Kindly share the following documents with us along with the signed letter of Intent:

1. Birth Certificate (Xerox self-attested)
2. Last Educational Qualification (Xerox self-attested)
3. PAN Card (Original and Xerox self-attested)
4. Aadhar Card as address proof (Original and Xerox self-attested)
5. Passport or Voter's ID or Driving License as photo id proof (Original and Xerox self-attested)
6. 2 Passport size photos
7. Bank Passbook or Last 3 months Bank Account Statement

Let us know if you have any further queries and welcome aboard.

Thanks and Regards

HR Manager
Infipre IT Services OPC Pvt Ltd
Sanquelim Goa
Email: hr@infi-pre.com
Mobile No. 9545474099



Vaibhav Chodankar <vaibhvac03@gmail.com>

Thu, 14 Mar, 2024 at 12:30 pm

To: HR manager <hr@infi-pre.com>

Cc: Yatin Kanekar <yatin@infi-pre.com>, naikguruprasadramkrishna <naikguruprasadramkrishna@gmail.com>, gcascsc <gcascsc@gmail.com>

Dear HR Manager,

I am thrilled to accept the offer for the Junior Software Developer position. Thank you for this incredible opportunity to join Infipre IT Services. I am eager to contribute my skills and passion for software development to your team. I am confident that my dedication and

enthusiasm will enable me to make meaningful contributions to the company's projects and objectives. I am looking forward to starting this exciting journey with Infipre IT Services and working collaboratively to achieve our goals.

Warm regards,
Vaibhav Anil Chodankar
[Quoted text hidden]



Ref. No. : INFIPRE/HR/LOI/03-001

Subject: Letter of Intent

March 13, 2024

Dear Vaibhav Chodankar,

This refers to your application and the subsequent discussion that we had with you. We are pleased to inform you that you have been selected as a **Junior Software Developer** in our organization.

We are pleased to inform you that, after you join the company, you will be eligible for an Annual Salary package of Rs. 1,20,000 (Rupees One Lac Twenty Thousand Only). Please refer to Annexure 1 for breakup of your salary package.

We request you to confirm your acceptance of this offer by sending us a signed copy of the letter, which in any case should not be later than 18th March 2024, and also your date of joining will be 3rd June 2024. If you could join earlier, that would be appreciated.

We look forward to having you on board and wish you a rewarding career with us.

For Infipre IT Services (OPC) Pvt. Ltd.

Yatin S. Kanekar

CEO

Sanquelim, Goa



Annexure: 1

Components	Rs. (Per Annum)
Basic Pay	38,400.00
House Rent Allowance	15,360.00
Dearness Allowance	13,440.00
Traveling Allowance	9,600.00
Special Allowance	19,200.00
Variable Performance Pay	24,000.00
Total Cost to Company	1,20,000.00

Variable Performance Pay: The Employee will receive Performance Pay if the Employee performs for a given month and shall not receive any pay if we see no performance by the Employee for a given month. An employee's salary may change from time to time based on his/her performance.