



No. WII/ADVT. 3/RP-CELL/DEC. '2023

Dated: 10.03.2024

OFFICE ORDER

Sub.: Award of contractual position as Project Assistant in the research project titled "Bringing the Cheetah back to India" at WII, Dehra Dun – reg.

1. With reference to the subject as above and approval of the Competent Authority, it is informed that based on the interview(s) conducted by the Institute on 29th January 2024, **Mr. Shrestha Singh** has been awarded the contractual position as **Project Assistant** in the research project titled "**Bringing the Cheetah back to India**" at WII, Dehra Dun, from his date of joining the said project i.e. **01.03.2024 to 28.02.2025**. The contractual term is subject to the relevant Rules & Regulations of the Institute. During the said term of engagement, he will be paid monthly emoluments of **Rs. 20,000/- (Rupees Twenty Thousand Only)** plus **HRA**, as admissible.
2. He will be working under the supervision and guidance of Prof. Qamar Qureshi, Scientist-G and Dr. Vishnupriya Kolipakam, Scientist-D and Principal Investigator(s) of the project.
3. Other terms & conditions for the awarded contractual position shall be as per the Institute's rules and as accepted by Mr. Shrestha Singh as offered to him *vide* letter of even no. of dated 21.02.2024.

Signed by
Sathyakumar Sambandam
Date: 12-03-2024 17:57:16

(Dr. S. Sathyakumar)
Scientist-G & Registrar

To,

Mr. Shrestha Singh
Project Assistant, "Bringing the Cheetah back to India"
E-mail: shresthsingh7816@gmail.com
Mob.: 9412028634

Distribution:

1. PPS to Director, WII for D/WII's kind Information.
2. Dean, FWS for Dean, FWS's kind information and records.
3. Principal Investigator of the Project- Prof. Qamar Qureshi, Scientist-G, and
Dr. Vishnupriya Kolipakam, Scientist-D
4. Deputy Registrar.
5. Finance Officer.
6. Librarian.
7. Systems Manager.
8. Personal File.
9. Project File.



No.: WII/QQ/AITE_CHEETAH/RECRUITMENT/2022-23/1

Dated: 17.08.2023

OFFICE ORDER

Sub.: Contractual engagement of Ms. Riya Adak as Technical Assistant under the project titled "Country Level Assessment of Status of Tigers, Co-predators and Prey and their Habitats in India" at WII - reg.

With the approval of the Competent Authority, it is informed that **Ms. Riya Adak** has joined the contractual position as **Technical Assistant** in the project titled "**Country Level Assessment of Status of Tigers, Co-predators and Prey and their Habitats in India**" at Wildlife Institute of India, Dehradun.

She has joined the said project for a period from **01.08.2023** to **31.12.2023**. During the period of her contractual engagement at WII, she shall be paid the consolidated monthly emoluments of **Rs. 20,000/- (Rupees Twenty Thousand only)** plus **HRA**, as admissible.

She will be working under the supervision of Prof. Qamar Qureshi, Scientist-G. During the said period of contractual engagement as Technical Assistant at WII, she shall be governed by the terms & conditions as extended *vide* e-mail dated 23.06.2023 to Ms. Riya Adak and duly accepted by her.

Signed by

Sathyakumar Sambandam

Date: 17-08-2023 17:48:31

(Dr. S. Sathyakumar)*Scientist-G & Registrar, WII*

To,

Ms. Riya Adak
Technical Assistant, WII
Email: riyaadak262001@gmail.com

Distribution:

1. PPS to Director, WII for D/WII's kind Information.
2. Dean, FWS for Dean, FWS's kind information and records.
3. Principal Investigator/Nodal Officer – Prof. Qamar Qureshi, Scientist - G
4. Deputy Registrar.
5. Finance Officer.
6. Librarian.
7. Systems Manager.
8. Personal File.
9. Project File.



To,

Ms. Geeta Sharma,
Nayal, Post Office - Saliya
Tehsil- Ganai Gangoli
District Pithoragarh
Pin-262532

Dated: 22/12/2023

Subject: Appointment for the post of Programme Assistant

Dear Geeta,

Greetings from CHINAR!

This is in reference to your interview for the post of Programme Assistant at CHINAR.

We are happy to inform you that you have been selected for this role. Your joining date will be the 1st week of January 2024. Your duty station will be Liti Village, Kapkote block, Bageshwar and you will manage CHINAR's ongoing projects/programmes and develop new project proposals.

Your salary will be INR 18,000 per month (all inclusive). The contract will be for one year and your probation period will be three months.

Once you accept the offer, we will send you a detailed contract.

Thank you.

Pradeep

(Pradeep Mehta, PhD)

Honorary Chairman - CHINAR

LETTER OF INTENT16th February 2024

Miss. Khushboo Joshi
Panchwati Apartment,
Karayal Jaulasal, Haldwani,
Uttarakhand

Dear Miss. Khushboo Joshi,

Congratulations!

This has reference to your application for employment in our company and subsequent discussions you had with us. We are pleased to communicate to you that you have been selected for the position of **Trainee-QA (Level of Trainee) Grade T** in Quality Department on remuneration package as agreed upon...

You will be based at **Rudrapur**, you will be reporting to **Associate Manager-Quality**.

As Agreed, kindly join your duties on or before **Tuesday 20th February 2024**, at **Greenpanel Industries Ltd., Plot No.-02, Sector-09, IIE Pantnagar, SIDCUL, U.S.Nagar, Uttarakhand 263153**.

Please note that you are required to submit Photocopies of following documents on your joining.

1. 4 Passport size colour Photographs
2. Copy of PAN Card & Aadhar Card with DOB updated.
3. One copy of each following: -
4. X & XII Marksheet.
5. Marksheet & Degree certificates of all years of Graduation & Post Graduation.
6. Relieving Letter/Resignation Acceptance, from your previous employer (If any).
7. Last three months Salary Slip and Last six months bank Statement (If any).
8. Form 16 from your previous employer/Salary Certificate (if applicable).
9. Address Proof-Passport/Driving Licence/ Ration Card/ Aadhar Card etc.
10. UAN Card & PF Passbook Statement.
11. Investment Plan for current year (if any).
12. Application Form & Your Joining Kit.

You will be issued a detailed and format appointment Letter containing all terms and conditions of employment after your joining the duty. This is a letter of intent only. Your offer has been on information furnished by you.

Please sign the enclosed duplicate copy of this letter of intent as a token of your acceptance of the same and return it to us for our records.

Looking forward to your long mutually beneficial association with the organization.

With Best Wishes.

For Greenpanel Industries Limited


Authorized Signatory**Greenpanel Industries Limited**

Corporate Office: 3rd Floor, Plot No. 68,
Sector-44, Gurugram - 122003,
Haryana | Tel No.: +91 124 4784600
Email: info@greenpanel.com
CIN: L20100WB2017PLC265977

Registered Office:
Thapar House, 163 S. P. Mukherjee
Road, Kolkata, West Bengal,
PIN - 700026

Manufacturing Unit:
Uttarakhand: Plot No. 2, Sector 9,
IIE, SIDCUL, Pantnagar, Rudrapur,
Uttarakhand 263153



No. WII/ADVT. 2/RP-CELL/SEPT. '2023

Dated: 19.12.2023

OFFICE ORDER

Sub.: Award of contractual position as Project Associate-I in the research project titled "Developing Integrated Management Plan of Asola-Bhatti Wildlife Sanctuary (ABWS), Delhi" at WII, Dehra Dun – reg.

1. With reference to the subject as above and approval of the Competent Authority, it is informed that **Mr. Mukesh Chand**, has been awarded the contractual position as **Project Associate-I** in the research project titled "**Developing Integrated Management Plan of Asola-Bhatti Wildlife Sanctuary (ABWS), Delhi**" at WII, Dehra Dun, from his date of joining the said project i.e. **19.12.2023 to 31.12.2024**. The contractual term is subject to the relevant Rules & Regulations of the Institute. During the said term of engagement, he will be paid monthly emoluments of **Rs. 31,000/- (Rupees Thirty One Thousand Only)** plus **HRA**, as admissible.
2. He will be working under the supervision and guidance of Dr. B.S. Adhikari, Scientist-G and Principal Investigator of the project.
3. Other terms & conditions for the awarded contractual position shall be as per the Institute's rules and as accepted by Mr. Mukesh Chand offered to him *vide* letter of even no. of dated 07.12.2023.

Signed by
Sathyakumar Sambandam
Date: 20-12-2023 21:58:43

(Dr. S. Sathyakumar)
Scientist-G & Registrar

To,

Mr. Mukesh Chand

Project Associate-I, Project "Integrated Management Plan of Asola-Bhatti Wildlife Sanctuary"

E-mail: mukeshrajwar123@gmail.com

Distribution:

1. PPS to Director, WII for D/WII's kind Information.
2. Dean, FWS for Dean, FWS's kind information and records.
3. Principal Investigator of the Project- Dr. B.S. Adhikari, Scientist-G
4. Deputy Registrar.
5. Finance Officer.
6. Librarian.
7. Systems Manager.
8. Personal File.
9. Project File.



The Corbett Foundation

Admin. Office :

81-88, Atlanta, 8th Floor.
Nariman Point, Mumbai 400021
Tel. + 91 22 6146 6400/17
Fax + 91 22 6146 6498/99



15th July, 2024

Ms. Shikha Pandey

D/O: Shekhar Chandra Pandey,
Amyari, Ranikhet, Almora
Uttarakhand - 263645

Subject: Letter of Contract

Dear Ms. Shikha Pandey,

Based on your application and subsequent rounds of interviews, The Corbett Foundation is pleased to appoint you as a **"Awareness Programme Officer"** with effect from **15th July 2024**.

The terms and conditions of your contract are mentioned below. You will also be subjected to rules and regulations framed or to be framed by The Corbett Foundation, from time to time and standing orders made applicable to all staff of this organization.

1. You will report to Deputy Director of the Corbett division.
2. Your contract term is for one year starting on **15th July 2024** and ending on **14th July 2025** and on completion your contract, your association will be terminated automatically.
3. You will be posted at Corbett office of The Corbett Foundation. However, the Foundation reserves the right to transfer you to any of its branches or sister organization as it may deem proper from time to time.
4. Your consolidated monthly emoluments amount will be Rs. **25000/-** (Rupees Twenty Five Thousand only).. Your gross emoluments (Rs.25,000/-) will be subject to the deduction of TDS as applicable, and an amount towards the group accidental insurance policy as specified on page 4 of this contract letter.
5. TCF will reimburse you for any pre-approved expenses incurred during official fieldwork as per the rules and regulations of TCF.
6. You will be entitled to one day of leave per calendar month during the term of your association, subject to approval from the Deputy Director (DD). You can also accumulate this balance for up to three months of service; thus, the maximum accumulation of leaves at any given time is three. You will not get paid for any accumulated leaves if you cannot avail of them for any reason.

info@corbettfoundation.org | www.corbettfoundation.org

Corbett

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Ramnagar, Nainital,
Uttarakhand 244715
+91 72172 50192
+91 70604 97127

Kutch

Kutch Ecological Research
Centre, P.O. Tera Taluka Abdasa,
District Kutch. Gujarat 370660
Tel. +91 2831 289305

Bandhavgarh

Village Bijheria,
P.O. Bandhavgarh,
Umaria,
MP 484661
Tel. :91 7627 265345

Kanha

Village Baherakhar, P.O.
Nikkum, Dist. MP 481116
Balaghat,
MP 481116
Tel. +91 7636 290 300

Kaziranga

Village Bochagaon,
P.P. Kaziranga,
District Golaghat,
Assam 785609
Tel. +91 3776 262050

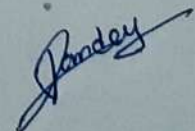
Page 1 of 4

Donations exempted under section 80-G of the Income Tax Act 1961

Registered under the Foreign Contribution (Regulation) Act, 1976 under No. 231650853

The Corbett Foundation is accredited by Credibility Alliance under the Desirable Norms prescribed for Good Governance of voluntary Organisations.

7. To get the leave approved, you will send an official leave application email to Deputy Director at least 24 hours before the commencement of leave. You are not allowed to go on leave without approval from the Deputy Director. In case of absence from duty without approval, you need to specify the reason for absenteeism.
8. If you remain absent for eight consecutive days without the permission in writing of the management or if you proceed on leave without sanction or overstay the sanctioned leave for eight consecutive days without first getting it sanctioned, it will be presumed that you have abandoned the employment of your own accord, and appropriate disciplinary action will be taken against you.
9. All correspondence addressed to you or to The Corbett Foundation, including press and other copies of such correspondence, and all vouchers, books, records, work, prizes or other data, samples, or goods, circulars, and all other papers and documents of any nature or whatsoever relating to TCF's work which shall come into your hands or possession in the course of your employment, shall be the absolute property of The Corbett Foundation. You will, at any time during your services or upon termination thereof or upon your leaving the services of The Corbett Foundation for any reason whatsoever, deliver up the same to the Foundation on demand and without claiming any lien thereon.
10. You will be required to perform any duty/duties as may be assigned to you from time to time by TCF Management, and you will function under the guidance, instructions, and direction of your senior(s) and the Director of The Corbett Foundation, under the overall authority of the Chairman and Board of Trustees of TCF. You are required to strictly obey and carry out all orders and directions of all persons and entities with authority over you.
11. You are not allowed to publish any research paper, poster, or oral presentation in any conference or any other data that you have collected while working with TCF without the written approval of the Deputy Director and Director. You will not be allowed to speak to the press/media about TCF's work, and you should direct all such queries to the Deputy Director or Director of TCF.
12. You shall maintain proper confidentiality of data/records/information of TCF and you shall not utilize, disclose or divulge to any person or persons any such confidential information of this establishment and its affairs.
13. It will be your responsibility to provide regular updates of activities to the Deputy Director and Director of TCF for updating on the TCF website, newsletter, annual report and social media.
14. In case of any other change in your residential address during your association, it shall be your duty to inform The Corbett Foundation's management within three days of such change and shall also get the changed address recorded in the register of addresses maintained for the purpose.
15. All Communications sent to you by The Corbett Foundation management to your last given address shall be deemed to have been received by you at the correct address.

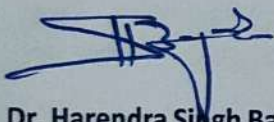


16. The Foundation is at liberty to terminate your services without any notice or any compensation in case you are found guilty of any act of disobedience, insubordination, incivility or irregularity whether in or out of employment, which, in the opinion of the Foundation, is detrimental to the interest of the Foundation.
17. You will conduct yourself in a sober and disciplined manner and will show proper respect, civility and good manners to all. As you work with The Corbett Foundation, its name and respect rest on your shoulders, and at all times, whether inside or outside, you will conduct yourself in a manner that will not damage the goodwill and reputation of the foundation.
18. During your tenure, the association may be terminated by either party on 30 (thirty) days written notice to the other side, or 30 days salary in lieu of notice.
19. In the event of any violation by you of any of the terms of this association, the organization may terminate it without notice or any compensation to you.
20. In addition to the mentioned above, you will be provided with shared accommodation at the basecamp in Pipariya.

In case the above terms are acceptable to you, please sign and return the duplicate copy of this contract as a token of your acceptance to us for our records.

On behalf of The Corbett Foundation.

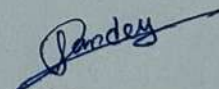
Yours faithfully,



Dr. Harendra Singh Bargali
Deputy Director

I Shikha Pandey the undersigned accept the contract on the above terms and conditions.

Dated: 17/July/2024


(Shikha Pandey)