

## **JOINING MASTER SHEET**

Onboarding Checkl	ist- Standard			
Onboarding checki	First Name	Middle Name	Last Name	
Employee Name	JINDE		VAMSHI	
Employee ID				
	MM-DD-YYYY		MM-DD-YY	ΥΥ
Birth Date	3/20/1999	Date of Joining	7/26/2022	
Sl. No.	Documents	1 2 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4	Applicability(Tick)	Furnished(Tick)
1	Offer letter		1.66	
2	Service Agreement (If Applicable)			
3	PAN card photocopy			
4	Address proof - Photocopy of any one of the * AADHAAR card * Passport * Others	e below document		
5	Degree marks sheets / Passing certificates			
6	Post Graduate marks sheets & certificates			
7	Relieving letter / Experience letters			
8	Passport size photographs (2 nos )			
	Joining Master sheet along with			
	a) Insurance nomination form			
	b) Nomination form (Full and Final settleme			
	c) PF Form- 2			
	d) PF Declaration Form - 11			
	e) Form 'F' nomination			
9	f) ESI Scheme Declaration Form			
	g) ISMS Compliance undertaking form			
	h) Pre Employment Medical Fitment			
	i) Acknowledgement - Code of Business Eth	ics		
	j) Acknowledgment - Anti-Corruption Policy			
	k) Acknowledgement - Equal Opportunity Fo			
	I) Blue Book			
	Undertaking:			
	Document Name	Submit by Date		
10	i)			
10	ii)			
	iii)			
I hereby declare th				
I .	e documents have been submitted for the purpose	of documentation and all ori	ginals have been taken be	ack pact varification
	ove pending documents on or before the above me		gillais liave beell takell be	ick post verification
- I will sublific the ab	ove pending documents on or before the above me	intioned date		
X			7/26/2022	
Candidate Signatu	re	l	Date 7/20/2022	
For HR use only				
			7/26/2022	
Name	Signature	1	Date 7/20/2022	



Personal Details					
Full Name ( as given in your passport  First  JINDE	anded)				
Designation as per offer letter Band as per Offer letter Analyst A4		fer letter	Date of Joining 7/26/2022	Place of Posting  Mumbai	
Marital status: Single		9182532198 7659922387 Mobile: Landline:			
Marriage Date:		Emergency:			
Gender: Male		Personal Email ID: vjinde202@gmail.com			
Date ofbirth (MM/DD/YYYY): 3/20/1	999	V1947031 6/29/2021 Passport No Issue Date:			
Place of birth:		6/28/2031 VIJAYAWADA Expiry Date: Passport issued City:			
Birth Country:		Pan No.:  BJIPV4871J  AADHAAR No.:  609223995782  "AADHAAR number (for PF/ESI/Statutory purpose only)"			
Nationality:					
		(Please refer equal opportunityform)  Nature of Disability:			

Family Details						
Particulars	Father	Mother	Spouse/ Partner	Child 1	Child 2	
	JINDE	REKHA				
Full Name	VAMSHI	J				
Gender	Male	Female				
Date of Birth	3/20/1999	7/1/1980				

Languages Known							
Language	Read	Write	Speak				
English	Proficient	Proficient	Proficient				
Telugu	Proficient	Proficient	Proficient				
Hindi	Proficient	Proficient	Proficient				



Address details						
	Complete Address	Emergency contact details				
Permanent Address	kurnool	Name: JINDE VAMSHI Relationship: Contact Number:				
Same as Current Address	Yes					
Current Address	H NO 4/187/18-15 A, Gowlipet, Adoni,  ADONI 518301  Andhra Pradesh  India	Name: J Mahes Relationship: Father Contact Number:				
Secondary Emergency Address		Name: yashwanth Relationship: friend Contact Number:				

## **Educational Qualifications**

Highest Qualification Maste	Highest Qualification Master's Degree				
College Name & Address	SRI VENKATESWARA COLLEGE OF ENGINEERING				
University Name & Address	Others				
Program:  Master of Comp. Apps./ Mgmt.		Period: (MM/DD/YYYY) Start Date: 9/16/2019 Date of Passing: 7/31/2022			
Type of degree:  Computers/l <sup>-</sup> Specialization:	г	Percentage/Rank/Grade/Class: 79.8  Roll/SeatNumber: 19BF1F0043			

Other Qualification 1 (If any);	
College Name & Address	
University Name & Address	
Program:	Period: (MM/DD/YYYY)
	Start Date:
	Date of Passing:
Type of degree:	Percentage/Rank/Grade/Class:
Specialization:	Roll/SeatNumber:



Other Qualification 2 (If any);	
College Name & Address	
University Name & Address	
Program:	Period: (MM/DD/YYYY)
	Start Date:
	Date of Passing:
Type of degree:	Percentage/Rank/Grade/Class:
Specialization:	Roll/SeatNumber:
Other Qualification 3 (If any)	
College Name & Address	
University Name & Address	
Program:	Period: (MM/DD/YYYY)
	Start Date:
	Date of Passing:
Type of degree:	Percentage/Rank/Grade/Class:
Specialization:	Roll/SeatNumber:



## **Employment Details**

SI.No	Employer Name	Employer Location	Start and End date (MM/DD/YYYY)	Designation	Employment Type (Full/Part Time)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					



#### **Nomination Details**

Personal Accident Insurance (Personal Accident + Life Cover + Medical Insurance)						
	1	2	3	4	5	
Nominee Name	J Mahesh	J Rekha				
Relationship	Father	Mother				
Address	4/187/18-15A , Gowlipet, Adoni	4/187/18-15A , Gowlipet, Adoni				
City						
Date of Birth	5/6/1971	7/1/1980				
Age (in years)						
Amount of share of accumulation %	50	50	0	0	0	

Provident Fund/Family Pension & Life Assurance						
	1	2	3	4	5	
Nominee Name	J Rekha	J Mahesh				
Relationship	Mother	Father				
Address	4/187/18-15A , Gowlipet, Adoni	4/187/18-15A , Gowlipet, Adoni				
City						
Date of Birth	7/1/1980	5/6/1971				
Age (in years)						
Amount of share of accumulation %	50	50				

Gratuity						
	1	2	3	4	5	
Nominee Name	J Rekha	J Mahesh				
Relationship	Mother	Father				
Address	4/187/18-15A , Gowlipet, Adoni	4/187/18-15A , Gowlipet, Adoni				
City						
Date of Birth	7/1/1980	5/6/1971				
Age (in years)						
Amount of share of accumulation %	50	50				



Employee State Insurance Corporation (ESIC)					
	1	2	3	4	5
Nominee Name	J Rekha	J Mahesh			
Relationship	Mother	Father			
Address	4/187/18-15A , Gowlipet, Adoni	4/187/18-15A , Gowlipet, Adoni			
City					
Date of Birth	7/1/1980	5/6/1971			
Age (in years)					
Amount of share of accumulation %	50	50			

Salary/Full & Final se	Salary/Full & Final settlement /Other dues					
	1	2	3	4	5	
Nominee Name	J Mahesh	J Rekha				
Relationship	Father	Mother				
Address	4/187/18-15A , Gowlipet, Adoni	4/187/18-15A , Gowlipet Adoni				
City						
Date of Birth	5/6/1971	7/1/1980				
Age (in years)						
Amount of share of accumulation %	50	50	0	0	0	

# To be mandatorily filled if the monthly gross salary is less than INR 21,000.

## AADHAAR card number of family members to be furnished for purpose of issuance of e-Pehchan card by ESIC

### The purpose of requesting Aadhaar number is restricted only for complying with the KYC norms specified by the concerned statutory authorities and for ease of enrollment/membership/transfers/claims etc. related to PF, pension, EDLI, ESI and/or such other benefits as may be applicable to you and as provided under the applicable laws from time to time.



Place: Mumbai

## **INSURANCE NOMINATION FORM**

(To be filled in by employee)

JINDE VAMSHI  Nominate the following person to	whom in the event of my	E.Code death the amount	t under each of the below	w policy will be payable
Policy Name	Name Of Nominee's	Relationship	Address Of Nominee	% of distribution
	J Mahesh	Father	4/187/18-15A ,	50
Madialata / Danasal Assidant /	J Rekha	Mother	4/187/18-15A , Gowlipet, Adoni	50
Mediclaim / Personal Accident / LifeCover				0
				0
				0
This document supersedes all p between me and the Company. T any kind, express or implied, in relative to time without prior occurrence of an event / claim du	revious agreements in receiver are no oral or writte elation to the matters deal penefit schemes are offerer notice. The above nom	spect of its subje n understandings, It with this that ar ed at the discretion ination will be va	ct matter and embodies representations, warran e not expressly set out in n of the management an	s the entire agreement inties or commitments on this document. In the subject to chang
Full Name and Location of Witnes	sses	Signa	ture of Witnesses	
1		1		_
2		2		-
Date: 7/26/2022		V		

Signature of employee



JINDE VAMSHI

Andhra Pradesh

518301

J Mahesh

Father

Adoni

50

Address H NO 4/187/18-15

Name of Nominee

Address of Nominee

% of distribution

Relationship

١,

## NOMINATION FORM (To be filled by employee)

Nominate the following person/s, to whom in the event of my death the amount towards my Salary/Full and Final settlement/Other

J Rekha

Mother

Adoni

50

dues accrued to me by virtue of my employment with Capgemini Technology Services India Ltd. [Company], will be payable:-

(EMP Code)

Nominee 2

4/187/18-15A, Gowlipet

0

Nominee 3

**ADONI** 

India

Nominee 1

4/187/18-15A, Gowlipet,

• •	y the nominees, as above shall be sufficient discharge of any rights upon the Company w.r.t the aforesaid paymen	
between me and the Company. There are	ents in respect of its subject matter and embodies the endo or all or written understandings, representations in relation to the matters dealt with this document that a	, warranties o
Full Name and Location of Witnesses	Signature of Witnesses	
1	1	
2	2	
Date: 7/26/2022		
Place: Mumbai	x Signature of employee	



Emp Code:

# FORM.2 (REVISED) NOMINATION AND DECLARATION FORM FOR UNEXEMPTED I EXEMPTED ESTABLISHMENTS

Declaration and Nomination form under the Employees' Provident Fund and Employees' Family Pension scheme (Paragraph 33 and 61(1) of the Employees' Provident Fund Scheme, 1952 and Paragraph 18 of the Employees' Family Pension Scheme, 1995)

1. Name (in block Letters) : JINDE VAMSHI

2. Father's /Husband's Name : JINDE VAMSHI

3. Date of Birth : 3/20/1999

4. Sex : Male

5. Marital Status : Single

6. PF Account No. :

7. Pension Account No. :

H NO 4/187/18-15 ADONI 8. Residential Address

Andhra Pradesh 518301 India

#### PART - A (EPF)

I hereby nominate the person(s) / cancel the nomination made by me previously and nominate the person(s), mentioned below to receive the amount standing to my credit in the Employees' Provident Fund in the event of my death:

Name of the Nominee/s	Address	Nominee's relationship with	Age of Nominee (S)	Total amount of share of accumulations in	If the nominee is a minor, name and
		member		Provident Fund to be	address of the guardian
				paid to each nominee	who may receive the
					amount during the
					minority of nominee
1	2	3	4	5	6
J Rekha	4/187/18-15A,	Mother		50	
J Mahesh	4/187/18-15A,	Father		50	

<sup>\*</sup>Certified that I have no family as defined in para 2(g) of the Employees' Provident Fund Scheme,1952 and should I acquire a family hereafter the above nomination should be deemed as cancelled.

^			

<sup>\*</sup>Certified that my father / mother is /are dependent upon me.

<sup>\*</sup>Strike out whichever is not applicable.



#### PART-B (EPS) (Para 18)

I hereby furnish below particulars of the members of my family, who would be eligible to receive Family Pension & Life Assurance benefits in the event of my premature death in service.

Sr. No	Name and address of the family members	Date of Birth	Relationship with the member
	J Rekha 4/187/18-15A , Gowlipet, Adoni	7/1/1980	Mother
2	J Mahesh 4/187/18-15A . Gowlipet. Adoni	5/6/1971	Father
3			

<sup>\*\*</sup>Certified that I have no family, as defined in para 2(vii) of Employees 'Pension Scheme, 1995 and should I acquire a family hereafter I shall furnish particulars thereon in the above form.

I hereby nominate the following persons for receiving the monthly pension (admissible under para 16 2(a) (i) and (ii) of Employee's Pension Scheme, 1995 in the event of my death without leaving any eligible family member for receiving Pension:

Sr. No	Name and Address of the Nominee	Date of Birth	Relationship with the member
1	J Rekha 4/187/18-15A , Gowlipet, Adoni	7/1/1980	Mother
2	J Mahesh 4/187/18-15A , Gowlipet, Adoni	5/6/1971	Father
3			

1	J Rekha 4/187/18-15A , Gowlipet, Adoni	7/1/1980	Mother	I
2	J Mahesh 4/187/18-15A, Gowlipet, Adoni	5/6/1971	Father	I
3				I

\*Strike out whichever is not applicable

Date: 7/26/2022

Signature/ or Thumb impression of the Subscriber

#### **CERTIFICATE BY EMPLOYER**

Certified that the above declaration and nomination has been signed/thumb impressed before me by shri/smt./kum. Employed in my establishment after he/she has read the entries/ the entries have been read over to him/her be me and got confirmed by him/her.

For Capgemini Technology Services India Ltd

Date:

Place:

**Authorized Signatory** Capgemini Technology Services India Limited Plant.2, Block A, Godrej IT Park, Godrej & Boyce compound, LBS Marg, Vikhroli (West), Mumbai-400079

#### Note:

(A) UNDER THE EMPLOYEES' PROVIDENT FUND SCHEME: PART- A (EPF)

If married: Spouse, Children (Married/Unmarried), his/her dependent parents, deceased son's widow and children if unmarried: Mother, Father, Brother Sister or any other person(s).

(B) UNDER THE FAMILY PENSION SCHEME: PART - B (EPS)(Para18)

If married: Spouse, Children (include children adopted legally before death in service.) if unmarried: Mother, Father

On the death of a member of the Family Pension Scheme, his family will be entitled to the benefits under the Family Pension Scheme. The family is defined as under in case of:

#### (I) Married

- (a) Wife in the case ofmalemember;
- (b) husband in the case of female member; and
- (c) Sons and daughter upto age of 25 years

Explanation: The expression "Sons" and "Daughters" shall include children adopted legally before death in service.

#### (I) Unmarried

- (a) Mother
- (b) Father
- \*\*Further please note a fresh nomination shall be made by the member on his/ her marriage and any nomination made before such marriage shall be deemed to be invalid.



## **Composite Declaration Form -11**

(To be retained by the employer for future reference)

#### **EMPLOYEES' PROVIDENT FUND ORGANISATION**

Employees' Provident Funds Scheme, 1952 (Paragraph 34 & 57) &

Employees' Pension Scheme, 1995 (Paragraph 24)
(Declaration by a person taking np employment in any establishment on which EPF Scheme, 1952 and /or EPS, 1995 is applicable)

1	Name of the member				JINDE VAMSHI			
2	Father's Name Spouse's Name				JINDE	JINDE VAMSHI		
3	Date of Birth: (MM/DD/YYYY)				3/20/199	10		
4	Gender: (Male/Fernale/Transgender)					13		
5	Marital Status: (Married/Unmarried/Widow/Widower/Divorcee)				Male Single			
3	(a) Email ID:	idi iodi olimariodi	Widow Wido	weinbivelessy		2 @ amail san	•	
6	(b) Mobile No.:				9182532	2@gmail.con 198	n	
-	Present employr				7/26/202	12		
7		the current establ			7/26/202			
	KYC Details: (at	tach self attested c	opics of follow	ving KYCs)				
	a) Bank Accoun	nt No. :						
8	b) IFS Code of	the branch:						
	c) AADHAR N	umber			60922399	95782		
	d) Permanent A	ccount Number (P.	AN), if availab	ole	BJIPV487	1J		
9	Whether earlier a	member of Emplo	yees' Provider	nt Fund Scheme,			Yes / No	
10		member of Emplo					Yes / No	
	Previous employ	Previous employment details: [if Yes to 9 AND/OR 10 above] - U				1		
	Establishment Name & Addres	Universal Account Number	PF Account Number	Date of joining (MM/DD YYYY)	Date of exit (MM/DD YYYY)	Scheme Certificate No. (if issued	PPO Number (if issued)	Non Contributory Period (NCP) Days
11		0000000000						
	Previous employ	ment details: [if )	es to 9 AND/	OR 10 above]	For Exempte	d Trusts		
	Name & A	ddress of the Trust	UAN	Member EPS A/c Number	Date of joining (DD/MM/ YYYY)	Date of exit (DD/MM/ YYYY)	Scheme Certificate No. (if issued	Non Contributory Period (NCP) Days
12								
	a) Internationa	l Worker:					Yes / No	
13	b) If yes, state cou	ntry of origin (Indi	ia/Name of oth	ner country)				_
13	c)Passport No.			- 11-				
	d) Validity of P	assport [(MM/DD/	YYYY to (MA	M/DD/YYYY]				

#### **UNDERTAKING**

- 1) Certified that the particulars are true to the best of my knowledge.
- 2) I authorize EPFO to use my Aadhar for verification/authentication/e-KYC purpose for service delivery.
- 3) Kindly transfer the funds and service details, if applicable, from the previous PF account as declared above to the P.F Account as I am an Aadhar verified employee in my previous PF account.\*
  - 4) In case of changes in above details, the same will be intimated to employer at the earliest.

Date: 7/26/2022 Place: Mumbai

Signature of Member

## **DECLARATION BY PRESENT EMPLOYER**

A.	The member Mr/Ms/Mrs	191	has joined on	and has been
	allotted PF no	and UAN		
В.	In case the person was earlier not a m	nember of EPS sche	me, 1952 and EPS, 1995:	
	Please Tick the Appropriate Opti	ion:		
	The KYC details of the above Have not been uploaded Have been uploaded but no Have been uploaded and ap	ot approved		
C.	In case the person was earliera membe  • Please tick the appropriate opt		52 and EPS, 1995:	
			AN database have been ap	oproved with E-sign/Digital Signature
	<ul><li>Certificate and transfer rec</li><li>The previous Account of the initiated.</li></ul>			physical transfer form shall be
	Date:			Signatue of Employer with Seal of Establishment

<sup>\*</sup> Auto transfer of previous PF account would be possible in respect of Aadhar verified employees only. Other employees are requested to file physical claim (Form 13) for transfer of account from the previous establishment.



#### **FORM F**

See Sub-rule (1) of Rule 6

#### **Nomination**

To, Capgemini Technology Services India Limited Plant.2, Block A, Godrej IT Park, Godrej & Boyce compound, LBS Marg, Vikhroli (West), Mumbai-400079

## I, Shri/ Shrimati/Kumari JINDE VAMSHI

Post Office:

Mumbai

7/26/2022

Place:

Date:

Whose recently are given in the statement below, hereby nominate the person(s) mentioned below to receive the gratuity payable after my death as also the gratuity.

- 1. I hereby certify that the person(s) mentioned is/are a member(s) of my family within the meaning of clause (h) of Section 2 of the Payment of Gratuity Act,1972.
- 2. I hereby declare that I have no family within the meaning of clause (h) of Section 2 of the said Act.
- 3. (a) My father /mother/parents is/are not depend on me.
  - (b) My husband's father/mother/parents is/are not dependent on my husband.

5. Nomination made here in invalidates my previous nomination.

District:

Name in ful	l with full address of nominee(s)	Relationship with the employee	Age of nominee	Proportion by which the gratuity will be shared
J Rekha	4/187/18-15A , Gowlipet,	Mother		50
J Mahesh	4/187/18-15A , Gowlipet,	Father		50

			Statement			
1 Full name of the employee		:	JINDE VAMSHI			
2 Sex		:	Male			
3 Religion		:				
4 Whether unmarried/married/widow/widower		:	Single			
5 Department/Branch/Section where employed		:				
6 Post held with Ticket No. or Serial No., if any		:				
7 Date of appointment		:	7/26/2022			
8 Permanent Address		:	H NO 4/187/18-15 Andhra Pradesh	518301	ADONI India	
Village:	Thana:		Sub-division:			

State:

Page No.14

Signature/Thumb-impressed of the Employee



Declaration of Witnesses						
Nomination signed/ Thumb-impressed before me						
Full Name and Location of Witnesses	Signature of Witnesses					
2	2					
Place: Mumbai						
Date: 7/26/2022						
	Certificate by the Employer					
Certified that the particulars of the above nominatio Employer's Reference No., If any	n have been verified and recorded in this establishment.					
	Signature of the employer/officer authorized Designation					
	Capgemini Technology Services India Limited Plant.2, Block A, Godrej IT Park,					
	Godrej & Boyce compound, LBS Marg,					
Date:	Vikhroli (West), Mumbai-400079					
Ackno	owledgement by the Employee					
Received the duplicate copy of nomination in Form '	F' filed by me and duly certified by the employer.					
	x					
Date: 7/26/2022	Signature of the Employee					
Note- Strike out the words/paragraphs not applicabl	е					



DECLARATION FORM_FORM 1					
Sr.No	Particulars	Fill up by Employee all points is necessary			
Α	Employee Details				
	* Whether Earlier Member of ESI Scheme (Yes/No)				
	* If Yes, your earlier ESI Number				
	Employee ID				
1	Employee's Full Name	JINDE VAMSHI			
2	Father's Name	JINDE VAMSHI			
3	Spouse's Name				
4	Gender	Male			
5	Date of Birth	3/20/1999			
6	Date of Joining	7/26/2022			
7	Marital Status	Single			
8	Religion				
9	Nationality	Indian			
	Handicap? (YES/NO)				
10	If Yes, From date & Certificate				
	Permanent Address	H NO 4/187/18-15 A, Gowlipet, Adoni,			
	Area				
	City	ADONI			
11	District				
	State	Andhra Pradesh			
	Pin Code	518301			
	Temporary Address	H NO 4/187/18-15 A, Gowlipet, Adoni,			
12	Area				
	City	ADONI			
	District				
	State	Andhra Pradesh			
	Pin Code	518301			
13	STD Code & Telephone Number	7659922387			
14	Mobile/Cell Number	9182532198			
15	Email ID	vjinde202@gmail.com			
16	PAN Number	BJIPV4871J			
17	Do you have AADHAAR Card ? (YES/NO)				
	If yes, please mention 16 digits AADHAAR Card No.	609223995782			



	B) EMPLOYEE'S FAMILY DETAILS						
Sr. No.	Name of Family Member	Relationship	DOB	Whether residing with him/her	If No, state place of residence	Whether AADHAAR available?	If Yes, AADHAAR No.
1	J Rekha	Mother	7/1/1980				
2	J Mahesh	Father	5/6/1971				
3							
4							
5							

C) Details of Nominee u/s 71 of ESI Act 1948/Rule -56(2) of ESI (Central) Rules, 1950 for payment of cash benefit in the event of death.

404611					
Name Relationship		Address			

I hereby declare that the particulars given by me are correct to the best of my knowledge and belief. I undertake to intimate the corporation any changes in the membership of my family within 15 days of such change.

Signature by Employer

Signature of Insured Person/Employee

# To be mandatorily filled if the monthly gross salary is less than INR 21,000.

## AADHAAR card number of family members to be furnished for purpose of issuance of e-Pehchan card by ESIC

### The purpose of requesting Aadhaar number is restricted only for complying with the KYC norms specified by the concerned statutory authorities and for ease of enrollment/membership/transfers/claims etc. related to PF, pension, EDLI, ESI and/or such other benefits as may be applicable to you and as provided under the applicable laws from time to time.