



सत्यमेव जयते

Government of India
Ministry of ~~Overseas~~ Indian Affairs
EXTERNAL
REGISTRATION CERTIFICATE

ISSUED UNDER SECTION 11 OF THE
EMIGRATION ACT, 1983

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PARTICULARS OF THE AGENCY

1. Registration Certificate Number B-0932/MUM/COM/1000+/5/9345/2018
2. Name of the Agency M/s. Mena Support Service Limited
3. Office Address of the Agency Office No. 14, Options Primo, 21st Road, Marol MIDC Industrial Estate, Andheri East, Mumbai - 400093
4. Nature of Agency (Company / Proprietorship firm/ Partnership firm) Company
5. Name of RC Holder Mrs. Sasmira Rout
6. Date of birth of the RC Holder 30/09/1975
7. Nationality of the RC Holder INDIAN
8. Position in the Agency Managing Director
9. Telephone Number of the Agency 022-61041786

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10. Fax Number of the Agency 022-61041785
11. Email address of the Agency info@menalimited.com
12. Date of issue of RC 13/06/2018
13. Period of validity five Years from 13/06/2018 To 31/05/2023
14. Date of expiry of validity 31/05/2023
15. Limit of workers to be recruited 1000+ (Unlimited)



[Signature]
13/6/18
SIGNATURE, NAME AND SEAL OF
THE REGISTERING AUTHORITY

Protector General of Emigrants

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0932 /

CERTIFICATE NO. B -

MUM/COM/1000+/5/9345/2018

Form - V

GOVERNMENT OF INDIA
MINISTRY OF OVERSEAS INDIAN AFFAIRS
CERTIFICATE

[See rule 10 (2)]

With reference to the application dated 18/11/2016
for grant of a Certificate under Section 10 of the Emigration Act,
1983 to commence or carry on the business of recruitment for
deployment of Indian workers with foreign employers,
M/s. Mena Support Service Limited
is hereby granted the said certificate effective from the date of
issue of this certificate, subject to the following terms and
conditions, namely:

- (i) that the business shall be conducted at Office No. 14, Options Primo, 21st Road, Marol MIDC Industrial Estate, Andheri East, Mumbai- 400093

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- (ii) that this certificate is valid for a period of five years or till the completion of the recruitment of 10000 (Ten thousand plus) workers, whichever is earlier. In the event of the recruitment of the specified number getting completed before the specific period, the holder of the certificate can be permitted to continue recruitment upto the expiry of the certificate on production of evidence of actual demand and on furnishing additional security under sub rule(2) of Rule 8;
- (iii) that the holder of the certificate shall conduct business under signatures and seal of the director /partners/proprietor and the certificate shall not be transferable;
- (iv) that a photocopy of this registration certificate shall be prominently displayed at a conspicuous place in the premises of the business. Also, a copy attested by the registering authority with an endorsement of having authorized the recruiting agent to carry on the business at additional premises, if any, shall be displayed at a conspicuous place in the business premises of such Branch Office. Original Certificate shall be produced on demand by the emigration authorities/law enforcing authorities and employers;
- (v) that the holder of the certificate shall normally conduct the business from the place indicated in the application for registration. For opening a Recruitment centre at a place other than the place indicated in the application, the holder of the certificate has to obtain the prior approval of Registering Authority