

Visa Assessment form

Associate Name : Shaik Mohammad Azeem

Immediate Supervisor Name : Anand Gupta

Associate ID No : 103786

Department : I-GK-S

Reason of Travel : Business Meets for GEP Project

Duration : 89 days

Client Name : Alexander Reuter

Client Location (City) : Wolfsburg , Germany

Immigration Recommendation : Business Visa

(Cost to be added while raising the Concur request - _____)

Business Visa Undertaking

TO BE SIGNED BY ASSOCIATE- ONLY IF VISA ASSESSMENT BY IMMIGRATION TEAM IS BUSINESS VISA

I am aware of the Business Visa Policy and that I am not allowed to work in the host country while travelling on a Business Visa. Whatever duties I have mentioned in the request is true to the best of my knowledge. I will be held responsible for our activities in host country.

Associate Sign :

Immediate Supervisor Sign :

Date :

Date :

Delivery Head Sign :

Date :

Note :

Business visas are processed for associates traveling temporarily for a very short duration of 3-4 weeks. Processing of a business visa will require approvals from Department / Delivery Head.. An undertaking will need to be signed by the associate and his/her Department / Delivery Head. Associates are strictly not allowed to work on a business visa and he/she and the Department / Delivery Head will be responsible for any activities conducted unlawfully. Immigration will approve or recommend visa based on whatever information is provided to them by the associate with the approval of Department / Delivery Head.