

<b>Name of the TM/Employee ID</b>	AI -Business Intelligence Analyst / 77045160
<b>Pyramid</b>	TP
<b>Designation &amp; Date of Joining</b>	19 <sup>th</sup> February 2025

<b>SL.No</b>	<b>Checklist - Forms</b>	<b>Status</b>
1	Offer Letter from Target and Apprentice contract from NAPS portal	Submitted
2	Confidentiality & Information Security Agreement	Submitted
3	Conflict of Interest Acknowledgment	Submitted
4	Employment Privacy Policy	Submitted
<b>Checklist - Photocopies of Documents</b>		
1	Relieving Letter/Resignation Acceptance (if applicable)	N/A
2	Photo ID Proof (DL/Passport/Pan card)	Submitted
3	Mark Sheet/Card - 10th Standard	Submitted
4	Mark Sheet/Card - 12th Standard	Submitted
5	Mark Sheet/Card – Consolidated marks sheet/Graduation certificate	Submitted
6	Mark Sheet/Card - Masters (if Applicable)	Submitted Till semester 5
7	Aadhaar Card and PAN Card	Submitted
8	Cancelled Cheque	Submitted

## Declaration

**Subject:** Application for submission of remaining joining documents

To whomsoever it may concern

I would like to bring to your kind notice that I Sandeep Kumar, was unable to bring the above mentioned documents today. I am responsible to provide the pending documents within two weeks from **19<sup>th</sup> February 2025** (DOJ) failing which I understand and agree that the company can take appropriate action as it deems fit.

Thanks

Signature