|  |  |  |  |
| --- | --- | --- | --- |
| **Oracle logo.gif** | **Checklist** | | |
| **Employee ID** | 1136874 | | |
| **Name** | **Stephen Ghimiray** | | |
| **DOJ** | **18-Jan-2024** | | |
| **Pre employment** |  | **Maker - Employee** | **Checker - GTSC** |
| **1** | **Resume** |  |  |
| **2** | **Oracle Approval** |  |  |
| **3** | **SDN check** |  |  |
| **Joining Forms** |  |  |  |
| **4** | **Application Blank with photo** | Yes |  |
| **5** | **Acknowledged Offer Letter** | Yes |  |
| **6** | **POSH - Prevention and Redress of Sexual Harassment** | Yes |  |
| **7** | **General Nomination (Payment of Wages Act)** | Yes |  |
| **8** | **PF Form ( 2 and 11)** | Yes |  |
| **9** | **Gratuity Form** | Yes |  |
| **10** | **Super Annuation Form** |  |  |
| **11** | **Employee Agreement with OFSS** | Yes |  |
| **12** | **Candidate Declaration form** | Yes |  |
| **13** | **Beneficiary Nomination Form** | Yes |  |
| **Documents** |  |  |  |
| **14** | **UG - Marksheets, Provisional/Convocation/Consolidated** | Yes |  |
| **15** | **PG - Marksheets, Provisional/Convocation/Consolidated** |  |  |
| **16** | **Experience/Relieving letters** | Yes |  |
| **17** | **Passport, Pan card** | Yes |  |
|  |  |  |  |
|  | **GTSC Signature with date:** |  |  |
|  |  |  |  |

|  |  |
| --- | --- |
| **Oracle Financial Services Software**  **LIMITED** |  |

***(Please use capital letters only)***

|  |  |  |  |
| --- | --- | --- | --- |
| Employee No. **:** | 1136874 | Date of Joining **:** | 18-Jan-2024 |

DD MMM YYYY

|  |  |
| --- | --- |
| First Name **:** | Stephen |
| Middle Name **:** |  |
| Last Name **:** | Ghimiray |

|  |  |
| --- | --- |
| Personal E-mail ID **:** | Ghimiraystephen@Gmail.Com |
| Mobile No **:** | 7499749570 |

|  |  |  |  |
| --- | --- | --- | --- |
| Hire Type **:** | Rehire | Manager**:** **:** | Bhupendra Porwal |
| Prev. Oracle Empl. No. **:** | 1136874 | Previous Hire Date **:** | 3-Sep-2019 |
| **(only in case of transfer/rehire)** | | | |
| Previous Oracle email id **:** | Stephen.Ghimiray@Oracle.Com | | |

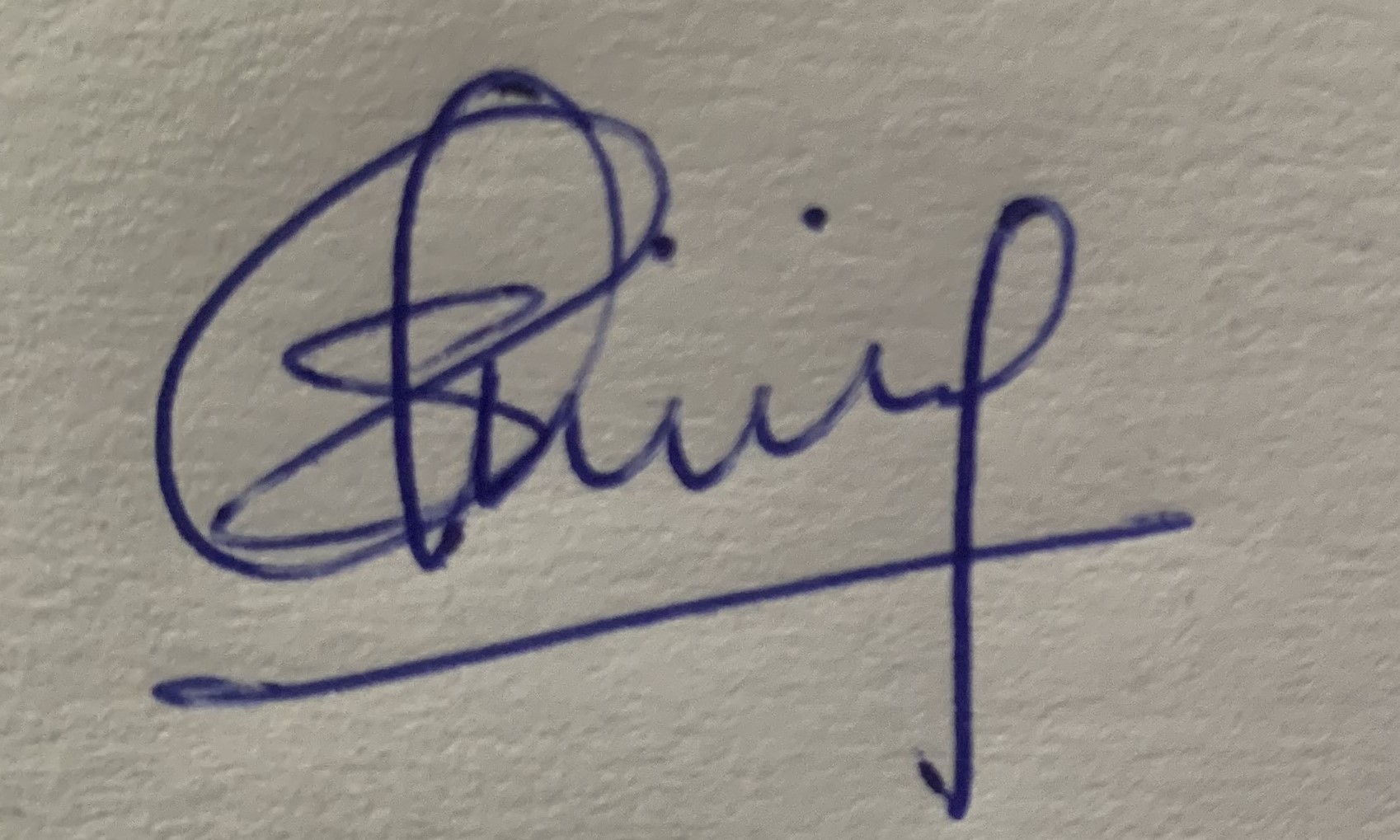
|  |  |  |  |
| --- | --- | --- | --- |
| **Citizenship :** | Indian | **Nationality (country of birth) :** | Indian |

**Present Address :**

|  |
| --- |
| Rawal Bhawan, Above Hair Studio, 1St Floor |
| Old Mundhwa Road |
| Sainath Nagar, Wadgaon Sheri |
| Pune, Maharashtra - PIN:411014 |
| Telephone : 7499749570 |

**Permanent Address :**

|  |
| --- |
| Ghimiray House |
| Lincoln’S School Road, Nn Paul Road |
| Karaibari, Milan More, Champasari |
| City**:** Siliguri**,** West Bengal,pin:734003 |

**Signature:** 

**Emergency Contact :**

|  |  |  |  |
| --- | --- | --- | --- |
| Contact Person | Address | Landmark | Telephone |
| Ruben Ghimiray | Ghimiray House,Lincoln’S School Road, Nn Paul Road, Karaibari, Milan More, Champasari, Siliguri, West Bengal | Lincoln’S School Road | 7602971128 |
| Terese Ghimiray | Ghimiray House,Lincoln’S School Road, Nn Paul Road,Karaibari, Milan More, Champasari, Siliguri, West Bengal | Lincoln’S School Road | 8927706772 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date of Birth **:** | 3-Oct-1991 |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Valid passport **:** | **Yes** |  | Place of issue **:** | Kolkata |

|  |  |
| --- | --- |
| Passport No **:** | M9625840 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date of Issue **:** | 11-May-2015 |  | Expiry Date**:** | 11-May-2025 |

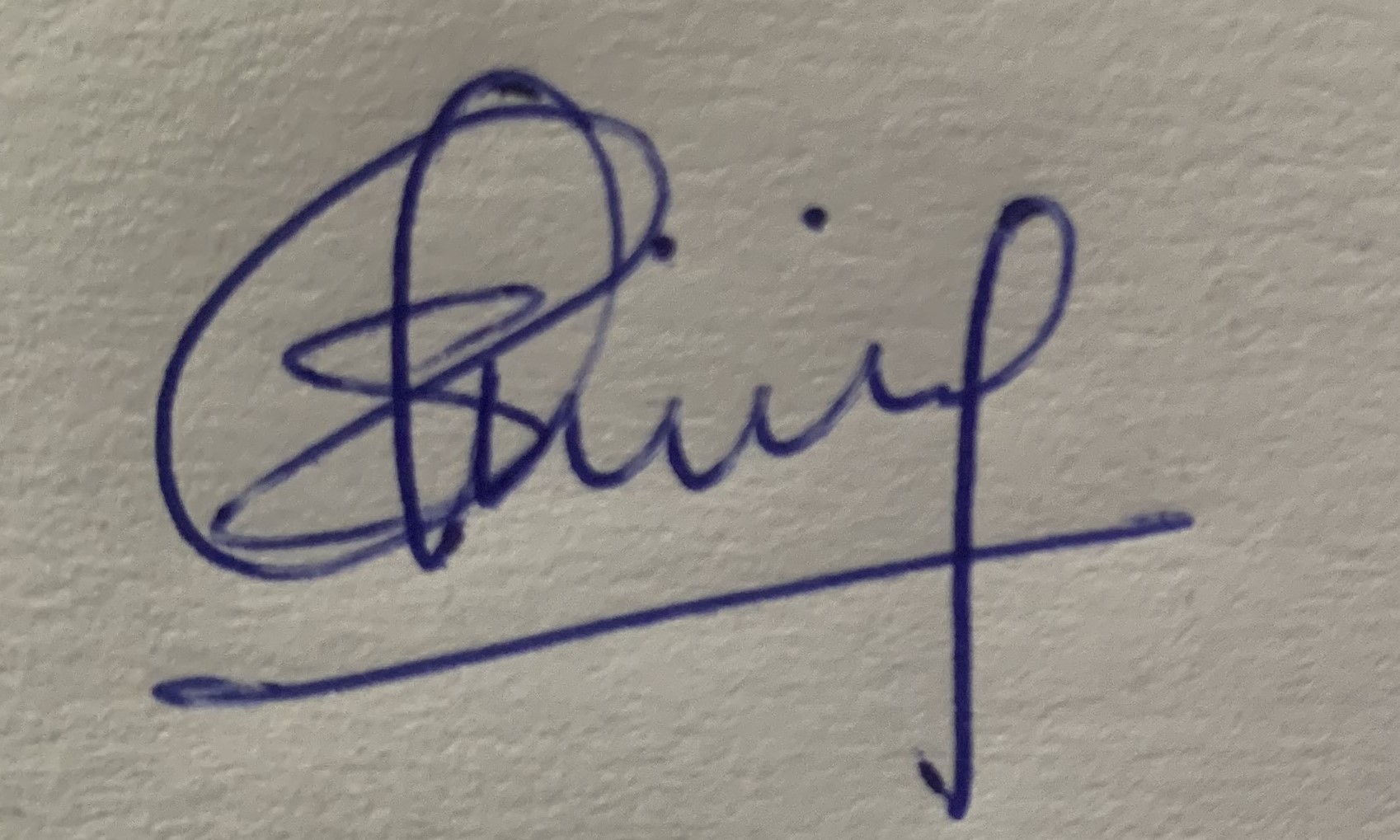
|  |  |
| --- | --- |
| PAN No **:** | BGHPG5979C |

|  |  |
| --- | --- |
| UAN No **:** | 100519725679 |

**Educational Qualification : (start from S.S.L.C)**

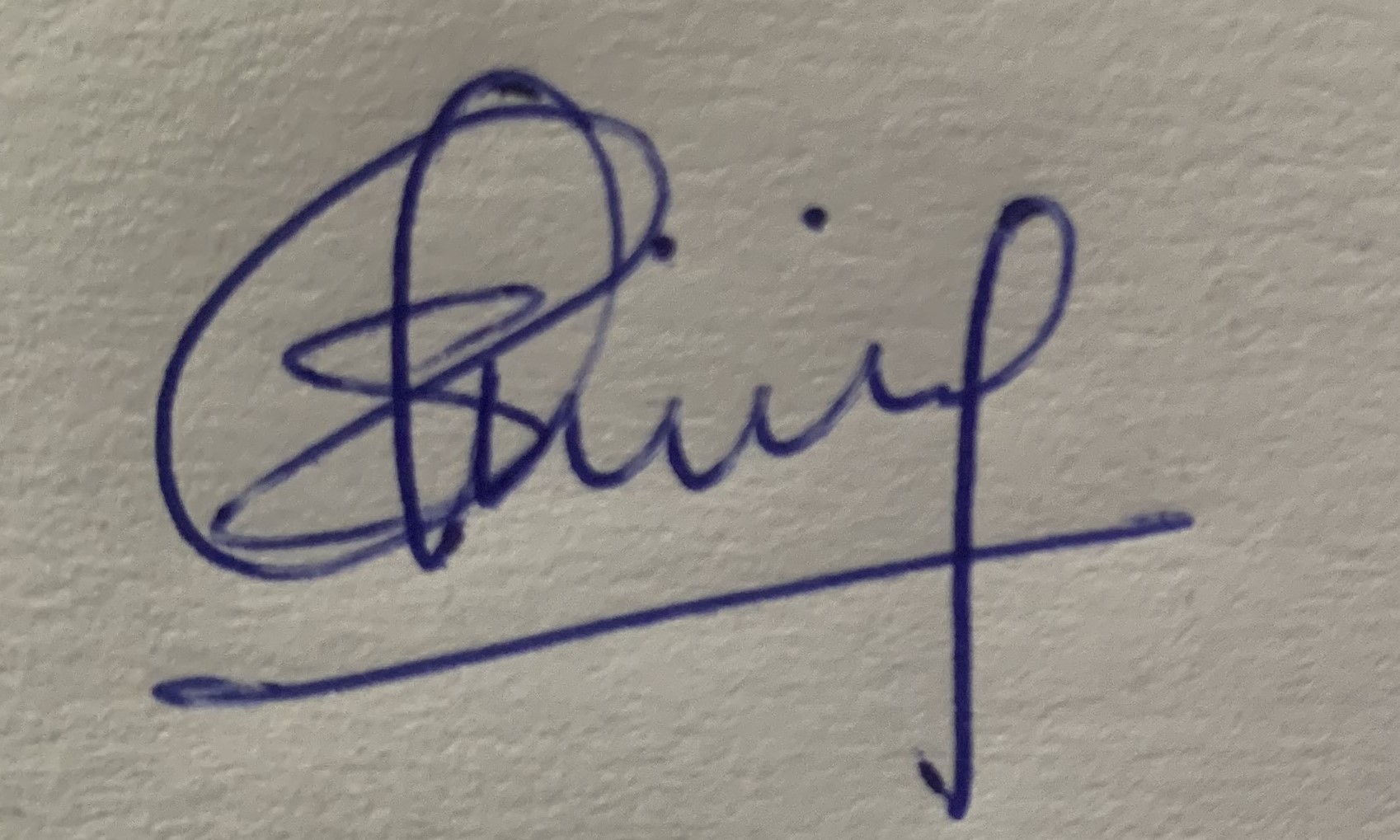
|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Degree / Diploma | Subject/Branch | College & University | Year Passed | % age Marks | Class obtained |
| 10th | Science | St.Paul’S School:Cbse | 2008 | 65.4 | 1st Class |
| 12th | Science | Kendriya Vidhyalaya School: | 2010 | 68.6 | 1st Class |
| B.Tech: | Electronics And Communications | Sikkim Manipal Institute Of Technology:Manipal University | 2014 | 66 | 1st Class |
| : |  | : |  |  |  |
|  |  |  |  | |  |

**(Please attach copies of certificates)**

**Signature:** 

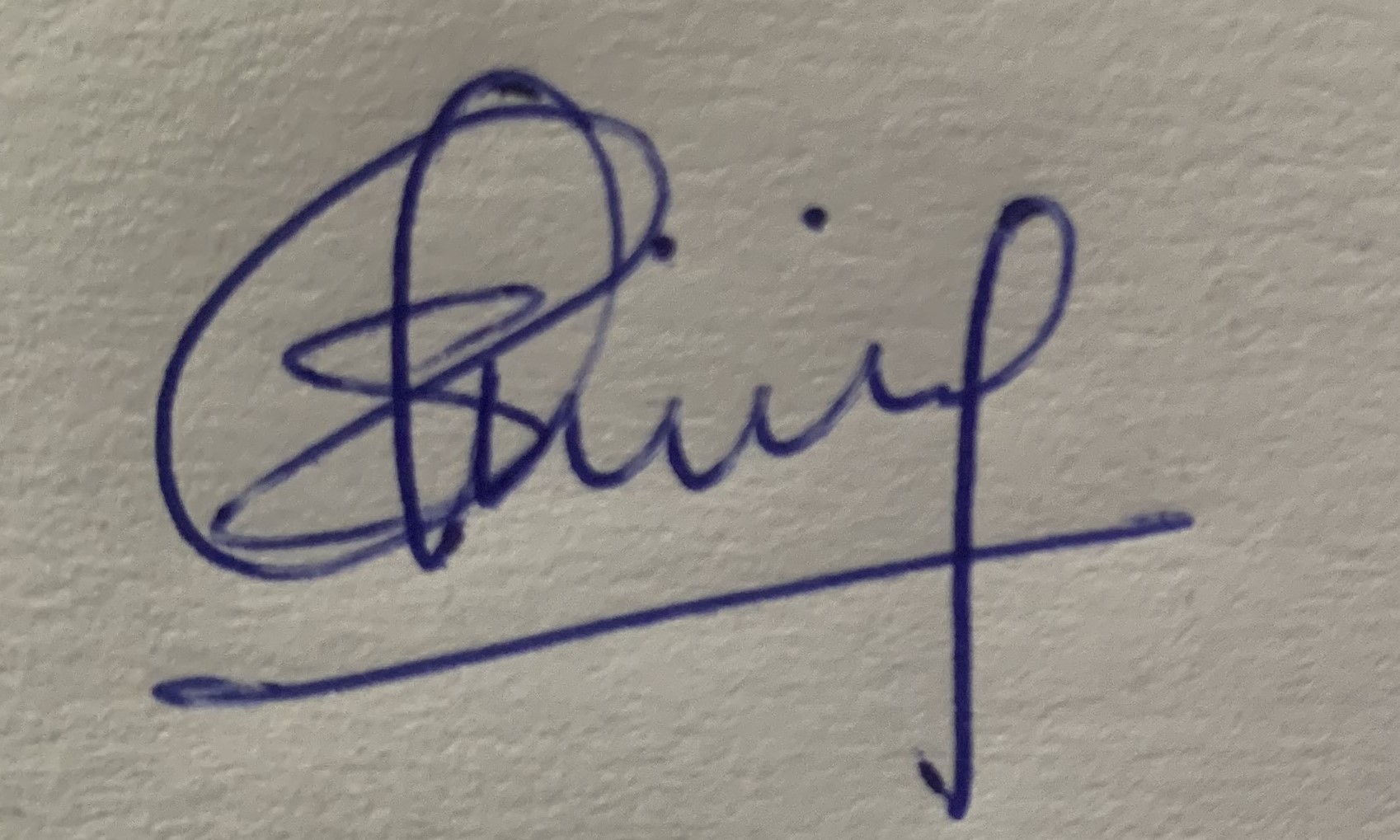
**Previous Experience: (starts from the last employment)**

|  |  |  |  |
| --- | --- | --- | --- |
| Organization & Location | Designation | Period  From To | |
| Marsh Mclennan Global Services Private Limited:Pune | Senior Principal Engineer | 13-Jan-2022 | 16-Jan-2024 |
| Oracle Financial Software Services:Pune | System Administrator 3 | 3-Sep-2019 | 7-Jan-2022 |
| Infosys Limited:Pune | Technology Analyst | 27-Jan-2015 | 2-Aug-2019 |
| : |  |  |  |
| : |  |  |  |
| : |  |  |  |
| : |  |  |  |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

**Signature:** 

**Personal Information: (parents/spouse/children)**

|  |  |  |  |
| --- | --- | --- | --- |
| Relation | Name | Age | Birthday (Optional) |
| father | Ruben Ghimiray | 54 | 20-Aug-1969 |
| mother | Teresa Ghimiray | 49 | 4-Jun-1974 |
| spouse |  |  |  |
| child 1 |  |  |  |
| child 2 |  |  |  |
| Child 3 |  |  |  |

Date: 18-Jan-2024 **Signature:** 

Dear Stephen Ghimiray,

Oracle is committed to the highest standards of ethics and business conduct in its vision to be the first choice for all our stakeholders.

Oracle’s success now and in the future depends on the adherence of its employees to an exemplary standard of ethics and business conduct.

Enclosed is your personal copy of the Oracle Code of Ethics and Business Conduct. This code sets forth expected standards of ethics and business conduct and provides a reporting mechanism for addressing such issues. It is imperative you read and understand the contents of this document and be guided by it in conducting company business. The reference to USA specific terms extends to the parallel statute in India also.

The following Chief Legal and HR Officers will function as Business Conduct Officers:

**Country/Region Legal Representative HR Representative**

Asia Pacific Michael Wilde Rachna Sampayo

Oracle will not be tolerant of any non-compliance, which will result in appropriate discipline, including termination of employment.

Please acknowledge your acceptance of the Oracle Code of Ethics and Business Conduct by signing the duplicate copy of this letter and returning it to the Human Resources Department.

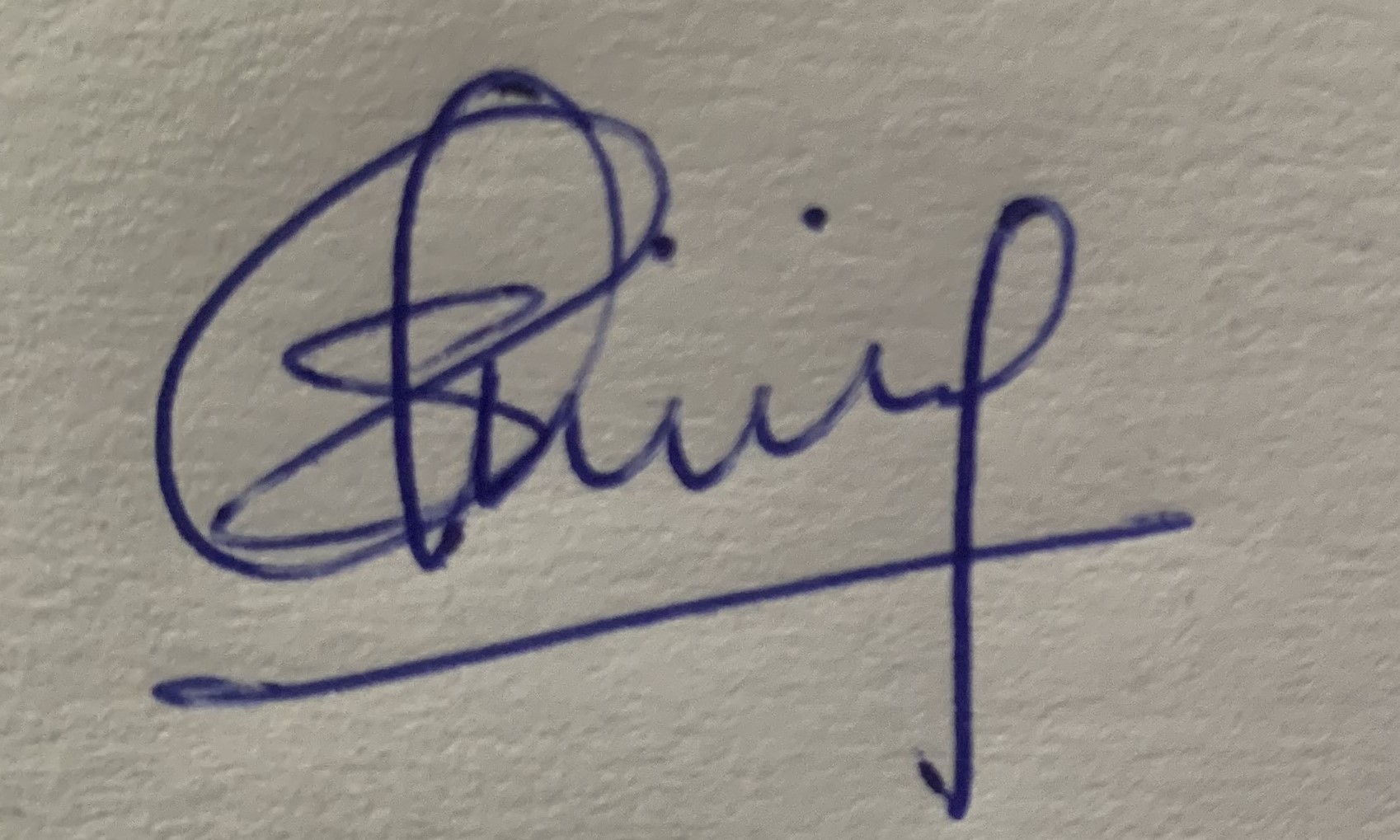
**Venkatraman H**

**Senior Director - Human Resources, India**

***I acknowledge and accept my personal commitment to comply with the Oracle Code of Ethics and Business Conduct.***

Name : Stephen Ghimiray

Emp Code : 1136874 Date : 18-Jan-2024



(**Signature)**

Date: 18-Jan-2024

From

Name: Stephen Ghimiray

Emp No: 1136874

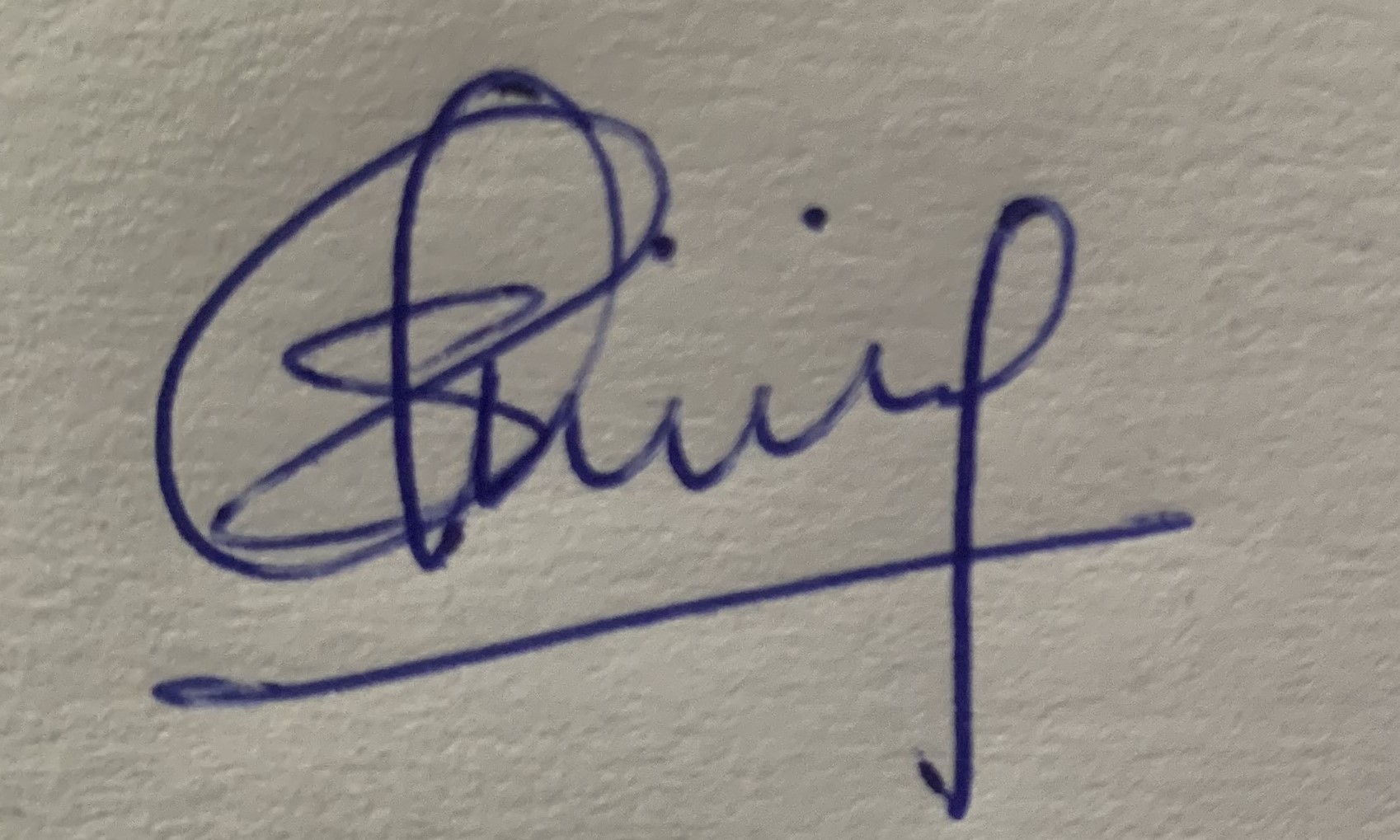
To

Oracle Financial Services Software Limited

**Subject: Oracle Financial Services Software Limited’s policy on Prevention and Redress of Sexual Harassment**

I hereby confirm that I attended the awareness session on Oracle India’s policy on Prevention and Redress of Sexual Harassment on 18-Jan-2024 as part of my new hire orientation program.

I agree to abide by the terms and conditions of the policy in force. I understand the policy including any changes is always available and accessible to employees in Oracle India HR website.

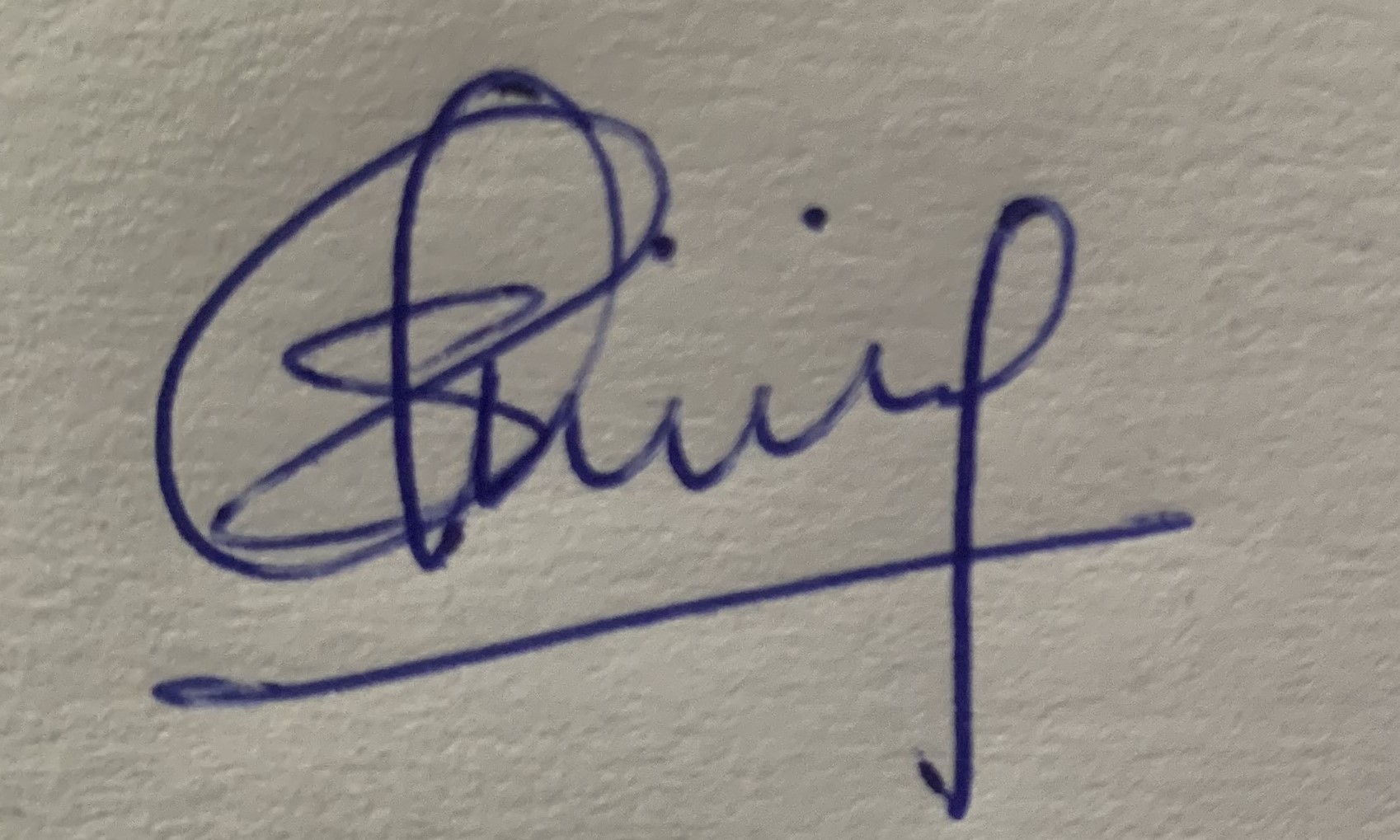
Signature : 

Name : Stephen Ghimiray

Place : IN-Pune-Ambrosia (OFSS)

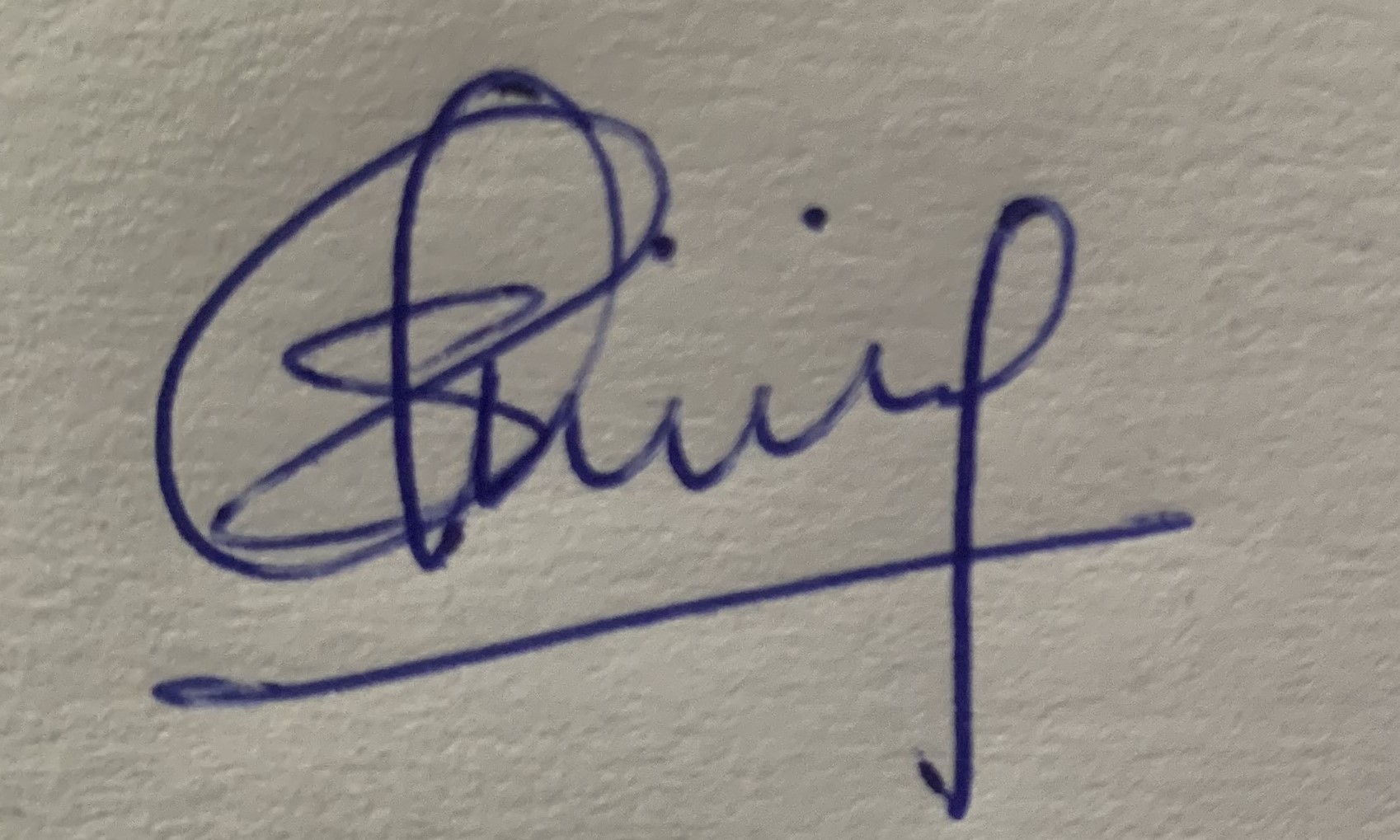
**EMP NO : 1136874 DOJ : 18-Jan-2024**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | NOMINATION UNDER PAYMENT OF WAGES ACT | | | | | | | |
| 1 | Name (in block letters): | | | Stephen Ghimiray | | | | |
| 2 | Father's / Husband's Name : | | | Ruben Ghimiray | | | | |
| 3 | Date of birth : | | | 3-Oct-1991 | | | | |
| 4 | Gender : | | | Male | | | | |
| 5 | Marital Status : | | | Single | | | | |
| 6 | Permanent Address: | | | Ghimiray House, Lincoln’S School Road, Nn Paul Road, Karaibari, Milan More, Champasari,Siliguri, ,West Bengal, 734003 | | | | |
| 7 | Temporary Address: | | | Rawal Bhawan, Above Hair Studio, 1St Floor, Old Mundhwa Road,  Sainath Nagar, Wadgaon Sheri, Pune, Maharashtra, 411014. | | | | |
| I hereby nominate the person(s) / cancel the nomination made by me previously and nominate the person(s) mentioned below to receive any amount due to me from the employer, in the event of my death. | | | | | | | | |
| Sl  No | | Name of the nominee / Nominees | Address | | Nominee's relationship with the member | Date of birth | Total amount of share accumulation in credit to be paid to each nominee | If the nominee is minor, name, relationship and address of the guardian who may receive the amount during the minority of nominee. | |
| 1 | | Teresa Ghimiray | Ghimiray House, Lincoln’S School Road, Nn Paul Road, Karaibari, Milan More, Champasari, Siliguri, West Bengal,734003 | | Mother | 4-Jun-1974 | 100 % | Click or tap here to enter text. | |
| 2 | |  |  | |  |  | % | Click or tap here to enter text. | |
| 3 | |  |  | |  |  | % | Click or tap here to enter text. | |
| 4 | |  |  | |  |  | % | Click or tap here to enter text. | |

**Signature:** 

1. Certified that I have no family and should I acquire a family hereafter, the above nomination shall be deemed as cancelled.
2. \* Certified that my father / mother is / are dependent upon me.

**\* Strike out whichever is not applicable.**

**Signature:** 

**CERTIFICATE BY EMPLOYER**

Certified that the above declaration and nomination has been signed / thumb impressed before me by Shri / Smt / Kum. Stephen Ghimiray employed in my establishment after he / she has read the entry / entries have been read over to him/her by me and got confirmed by him/her.

Signature of the employer or other authorized   
officer of the establishment and Designation

Place: IN-Pune-Ambrosia (OFSS)

Date: 18-Jan-2024

Name and Address of the Factory /

Establishment and rubber stamp thereof.

**Oracle Financial Services Software Limited**

**Off Western Express Highway, Goregaon (East), Mumbai -400063.**

|  |  |  |
| --- | --- | --- |
| Form 11 (Revised) |  | **Emp No.: 1136874 OFSS IN** |
| THE EMPLOYEES’ PROVIDENT FUNDS SCHEME, 1952 (Paragraph 34) AND  THE EMPLOYEES’ PENSION SCHEME, 1995 (Paragraph 24)  Declaration by a person taking up employment in an establishment in which the Employees’ Provident Funds & Employees’ Pension Scheme enforce | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. Employee ID:1136874** | | | | | | | | | | **2. Name:Stephen Ghimiray** | | | | | | | | | |
| **3. Aadhar: 678054569295** | | | | | | | | | | **4. Previous Employer EPS Number:Ththa02008670000016321** | | | | | | | | | |
| **5. UAN:** **100519725679** | | | | | | | | | | **6. Previous Employer PF Number: THTHA02008670000016321** | | | | | | | | | |
| **7. Mobile No: 7499749570** | | | | | | | | | | **8. Personal Email id: Ghimiraystephen@Gmail.Com** | | | | | | | | | |
| **I** | | **Stephen Ghimiray**  ***(Name of Employee)*** | | | | | | | | | | son / wife / daughter **\***of Sh. | | | | | **Ruben Ghimiray** | | | | |
| do hereby solemnly declare that :- | | | | | | | | | | | | | | | | | | | |
| **(a)** | | I was employed in M/s | | | | | **Marsh Mclennan Global Services Private Limited:Pune**  ***(Name and Full Address of the immediate previous employer)*** | | | | | | | | | | | | | | |
| and left service on | | | | | **16-Jan-2024**  ***(Date of leaving with immediate previous employer)*** | | | | | | | | | | | prior to that, I was employed in | | | |
| **Oracle Financial Software Services:Pune**  ***(Name and Full Address of the second last employer, if any)*** | | | | | | | | | | | from | | 3-Sep-2019 | | | | *to* | 7-Jan-2022 | |
| ***(Date of joining & leaving with second last employer, if any)*** | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| **(b)** | | I was member of | | | | ***EPFO***  ***(Name of PF Trust / Address of PF Office of immediate previous employer )*** | | | | | | | | | | | | | | | |
| Provident Fund and **also / but not** **\*** of the Pension Fund | | | | | | | | | | | *from* | | 13-Jan-2022 | | | | *to* | 16-Jan-2024 | |
| ***(Date of joining & leaving with immediate previous employer).*** | | | | | | | | |
| and my account number (s) **was / were** | | | | | | | | | | **THTHA02008670000016321**  ***(PF No. with Establishment Code of immediate previous employer)*** | | | | | | | | | |
| **(c)** | | I **have not** **\*** withdrawn the amount of my Provident Fund/Pension Fund. | | | | | | | | | | | | | | | | | | | |
| **(d)** | | I **have not** **\*** drawn any superannuation benefits in respect of my past service from any employer. | | | | | | | | | | | | | | | | | | | |
| **(e)** | | I **have** **\*** been a member of any Provident Fund and/or Pension Fund. | | | | | | | | | | | | | | | | | | | |
| **(f)** | | I am **drawing** **\*** Pension under EPS 95. | | | | | | | | | | | | | |  | | | | | |
| **(g)** | | I am a **not holder** **\*** of scheme Certificate. | | | | | | | | | | | | | |
| **(h)** | | | Scheme certificate **not surrender**  **\***  **\*Strike out or delete whichever is not applicable.** | | | | | | | | | | | | |
| Date | | | | | 18-Jan-2024  ***(Date of joining of employee)*** | | |  | |  | | | | | | **Signature** | | | | | |
| Shri/Smt. **Stephen Ghimiray** is appointed as in **M/s Oracle Financial Services Software Limited** with effect from **18-Jan-2024** P.F. Account Number (PF No with Estt Code) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | | | | | | | |
| Date | | | | 18-Jan-2024 | | | | |  | | | | | **Signature of the Employer/Manager or Other Authorised Officer with Office Seal** | | | | | | | |

|  |  |
| --- | --- |
| E No | 1136874 |
| Loc | Bangalore |

**FORM 2 (Revised) .**

**NOMINATION AND DECLARATION FORM FOR UNEXEMPTED/**

# EXEMPTED ESTABLISHMENTS

**Declaration and Nomination Form under the Employees’ Provident Funds and**

**Employees’ Pension Scheme**

(Paragraphs 33 & 61 (1) of the Employees Provident Fund Scheme, 1952 and Paragraph 18 of the Employees’ Pension scheme, 1995)

|  |  |  |
| --- | --- | --- |
| 1 | Name (in block letters) : | Stephen Ghimiray |
| 2 | Father’s / Husband Name : | Ruben Ghimiray |
| 3 | Date of birth : | 3-Oct-1991 |
| 4 | Sex : | Male |
| 5 | Marital Status : | Single |
| 6 | Account No. : | KN/42357/ |
| 7 | Permanent Address : | Ghimiray House, Lincoln’S School Road, Nn Paul Road Karaibari, Milan More, Champasari, Siliguri, West Bengal - 734003 |
| 8 | Temporary Address : | Rawal Bhawan, Above Hair Studio, 1St Floor, Old Mundhwa Road, Sainath Nagar, Wadgaon Sheri Pune, Maharashtra - 411014 |

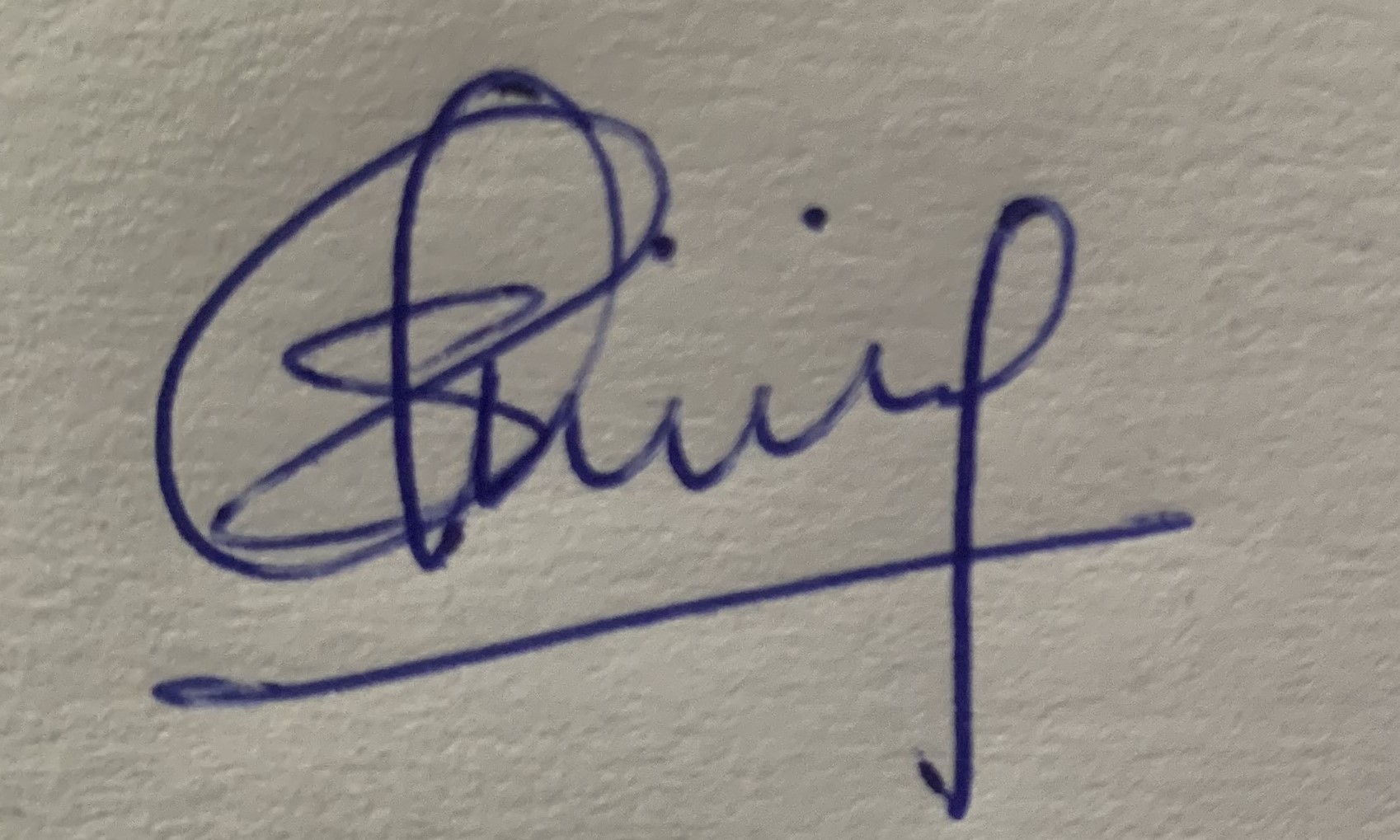
**PART – A (EPF)**

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 nominee/nominees | Address | Nominee’s relationship with the member | Nominee  Date of Birth | % of share | If the nominee is a minor, name & relationship & of the guardian |
| 1 | 2 | 3 | 4 | 5 | 6 |
| Teresa Ghimiray | Ghimiray House, Lincoln’S School Road, Nn Paul Road, Karaibari, Milan More, Champasari, Siliguri, West Bengal,734003 | Mother | 4-Jun-1974 | 100 % | Click or tap here to enter text. |
|  |  |  |  | % | Click or tap here to enter text. |
|  |  |  |  | % | Click or tap here to enter text. |
|  |  |  |  | % | Click or tap here to enter text. |

1. \* 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.
2. \* Certified that my father / mother is / are dependent upon me.

\*Strike out or delete whichever is not applicable.

Signature: 

**Part B (EPS) (Para 18)**

I hereby furnish below particulars of the members of my family who would be eligible to receive widow/children pension in the event of my death.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of nominee/nominees | Address | Nominee’s relationship with the member | Nominee  Date of Birth | % of share | If the nominee is a minor, name & relationship & of the guardian |
| Teresa Ghimiray | Ghimiray House, Lincoln’S School Road, Nn Paul Road, Karaibari, Milan More, Champasari, Siliguri, West Bengal, 734003 | Mother | 4-Jun-1974 | 100 % | Click or tap here to enter text. |
|  |  |  |  | % | Click or tap here to enter text. |
|  |  |  |  | % | Click or tap here to enter text. |
|  |  |  |  | % | Click or tap here to enter text. |

\*\* 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 person for receiving the monthly widow pension (admissible under para 16 2(a)(i) and (ii) in the event of my death without leaving any eligible family member for receiving Pension.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of nominee/nominees | Address | Nominee’s relationship with the member | Nominee  Date of Birth | % of share | If the nominee is a minor, name & relationship & of the guardian |
| Teresa Ghimiray | Ghimiray House, Lincoln’S School Road, Nn Paul Road, Karaibari, Milan More, Champasari, Siliguri, West Bengal, 734003 | Mother | 4-Jun-1974 | 100 % | Click or tap here to enter text. |
|  |  |  |  | % | Click or tap here to enter text. |
|  |  |  |  | % | Click or tap here to enter text. |
|  |  |  |  | % | Click or tap here to enter text. |

|  |  |
| --- | --- |
| Date: 18-Jan-2024  Place: IN-Pune-Ambrosia (OFSS)  \*\*Strike out whichever is not applicable | ***Signature:*** |

# CERTIFICATE BY EMPLOYER

Certified that the above declaration and nomination has been signed/thumb impressed before me by Shri/Smt./Kum. **Stephen Ghimiray** employed in my establishment after he/she has read the entries/entries have been read over to him/her by me and got confirmed by him/her.

Place : Bangalore

**Signature of the employer or other**

**Authorised Officers of the Establishment.**

**Designation**

**Dated : 18-Jan-2024**

**Oracle Financial Services Software Limited, Name & Address of the Factory/**

**Off Western Express Highway, Goregaon (East) Establishment or Rubber Stamp Thereon**

**Mumbai -400063**

FORM 'F'

[See sub-rule (1) of rule 6]

**Gratuity Nomination Form**

To

**Oracle Financial Services Software Limited**

**Oracle Park, Off Western Express Highway, Goregaon (EAST)**,

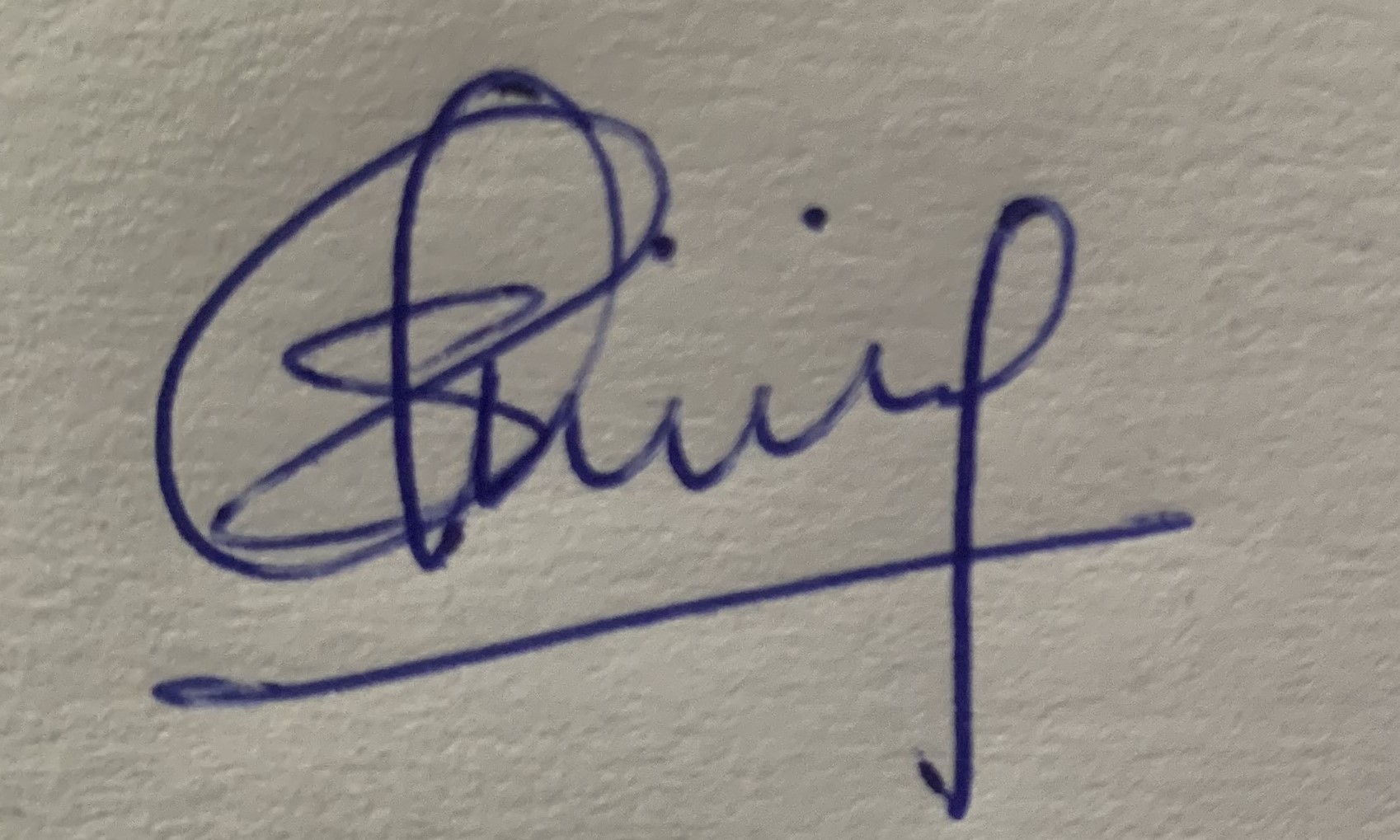
**Mumbai, Maharashtra – 400063, India**

**EMP Id -** 1136874

1. I, Shri / Shrimati / Kumari **Stephen Ghimiray** whose particulars 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 standing to my credit in the event of my death before that amount has become payable, or having become payable has not been paid and direct that the said amount of gratuity shall be paid in proportion indicated against the name(s) of the nominee(s).
2. I hereby certify that the person(s) mentioned is a/are member(s) of my family within the meaning of clause (h) of section (2) of the Payment of Gratuity Act, 1972.
3. I hereby declare that I have no family within the meaning of clause (h) of section (2) of the said Act.
4. (a) My father/mother/parents is/are not dependent on me.  
   (b) My husband's father/mother/parents is/are not dependent on my husband.
5. I have excluded my husband from my family by a notice dated to the Controlling Authority in terms of the proviso to clause (h) of section 2 of the said Act.
6. Nomination made herein invalidates my previous nomination.

Nominee(s)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Name in full with full address of nominee(s) | Relationship with the employee | Age of nominee | Proportion by which gratuity will be shared | If the nominee is minor, name, relationship and address of the guardian who may receive the amount during the minority of nominee |
| 1 | Teresa Ghimiray  Ghimiray House, Lincoln’S School Road, Nn Paul Road, Karaibari, Milan More, Champasari, Siliguri, West Bengal, 734003 | Mother | 49 | 100 % | Click or tap here to enter text. |
| 2 |  |  |  | % | Click or tap here to enter text. |
| 3 |  |  |  | % | Click or tap here to enter text. |
| 4 |  |  |  | % | Click or tap here to enter text. |

**Signature :** 

Statement:

1. Name of employee in full: Stephen Ghimiray
2. Sex: Male
3. Religion: Christian
4. Whether unmarried/married/widow/widower: Single
5. Department/Branch/Section where employed:OFSS IN
6. Post held with Ticket or Serial No., if any: (1136874)
7. Date of appointment: 18-Jan-2024
8. Permanent address: Ghimiray House,Lincoln’S School Road, Nn Paul Road Karaibari, Milan More, Champasari, Siliguri, West Bengal - 734003

|  |  |
| --- | --- |
| Place: IN-Pune-Ambrosia (OFSS)  Date : 18-Jan-2024 | **Signature:** |

Declaration by witnesses:

Nomination signed / thumb impressed before me.

Name in full and full Signature of witnesses.

address of witnesses.

1. 1.

2. 2.

Place: IN-Pune-Ambrosia (OFSS) Date: 18-Jan-2024

Certificate by the employer:

Certified that the particulars of the above nomination have been verified and recorded in this establishment.

Employer's Reference No., if any.

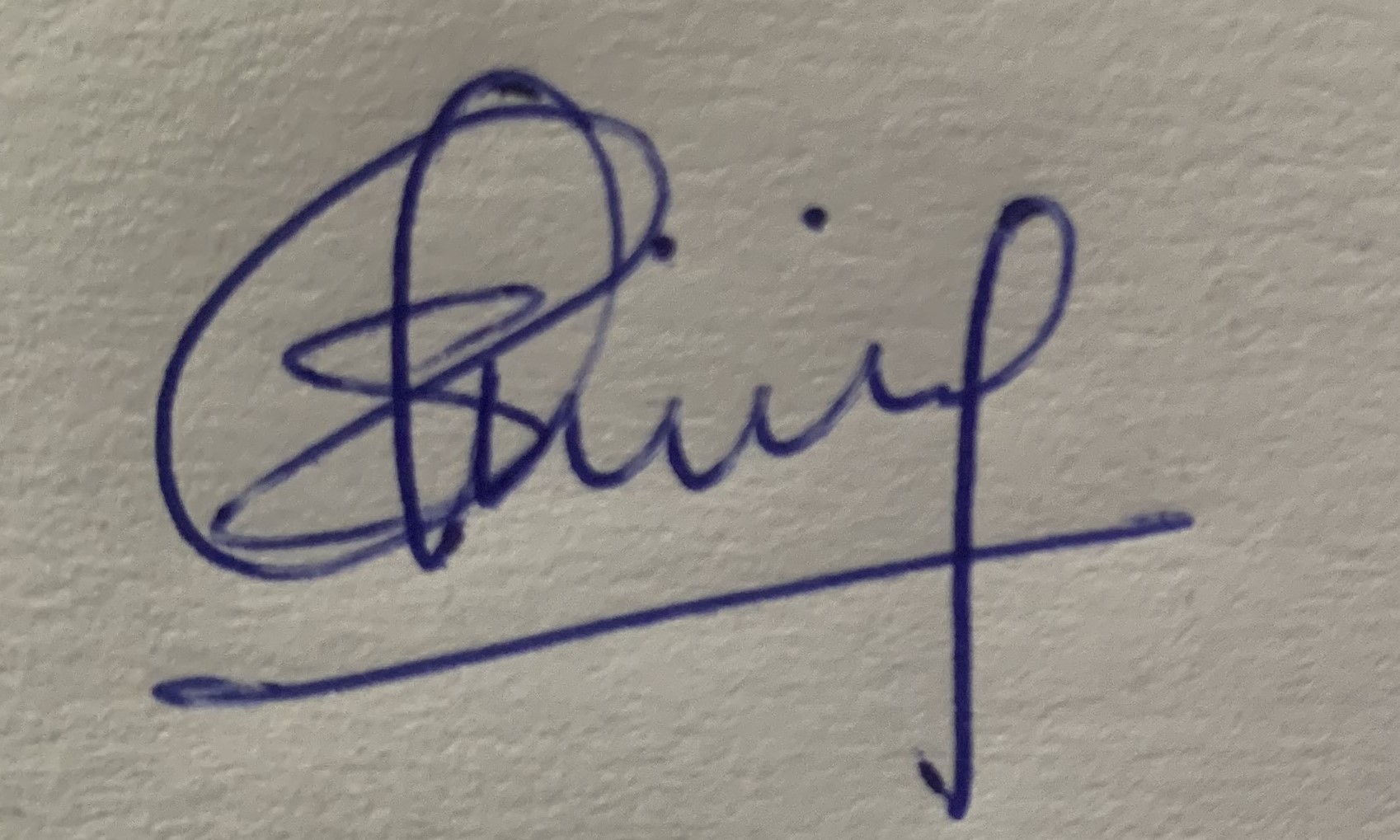
Signature of the employer/officer authorised

Date : **18-Jan-2024** Designation:

Name and Address of Establishment and rubber stamp thereof.

Acknowledgement by the employee:

Received the duplicate copy of nomination in Form 'F' filed by me and duly certified by the employer.

Date : 18-Jan-2024 **Signature:** 

|  |  |  |
| --- | --- | --- |
|  |  | **Emp Code : 1136874 / OFSS IN** |
| **Form No.11 (New)**  **Declaration Form**  (To be retained by the Employer for future reference)  **Employees’ Provident Fund Organization**  **THE EMPLOYEES’ PROVIDENT FUNDS SCHEME, 1952 (PARAGRAPH-34 & 57)**  **&**  **THE EMPLOYEES’ PENSION SCHEME, 1995 (PARAGRAPH-24)**  **DECLARATION BY A PERSON TAKING UP EMPLOYMENT IN AN ESTABLISHMENT ON WHICH EMPLOYEES’ PROVIDENT FUND SCHEME,**  **1952 AND/OR EMPLOYEES’ PENSION SCHEME, 1995 IS APPLICABLE.** | | |

**(PLEASE GO THROUGH THE INSTRUCTIONS)**

1. Name (Title) : Stephen Ghimiray
2. Date of Birth : 3-Oct-1991
3. Father’s / Husband Name : Ruben Ghimiray

|  |  |  |
| --- | --- | --- |
| 1. Relation in respect of (3) above | Father | Husband |
| (Please Tick) |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Gender | Male | Female | Transgender |
| (Please Tick) |  |  |  |

1. Mobile Number : 7499749570
2. Email ID (If any) : Ghimiraystephen@Gmail.Com
3. Whether earlier a member of the Employees’ Provident Fund Scheme, 1952?  
   Please Tick 
4. Whether earlier a member of the Employees’ Pension Scheme, 1955?  
   Please Tick 

**IF RESPONSE TO ANY OR BOTH OF (8) & (9) ABOVE IS YES, THEN MANDATORILY FILL UP THE PREVIOUS EMPLOYMENT DETAILS AT (10, 11&12):**

**A. PREVIOUS EMPLOYMENT DETAILS**

10) the details of the Universal Account Number (UAN): 100519725679

OR Previous PF Member ID : THTHA02008670000016321

11) DATE OF EXIT FOR PREVIOUS MEMBER ID (DD/MM/YYYY) 16-Jan-2024

1. (A) IF SCHEME CERTIFICATE ISSUED FOR PREVIOUS EMPLOYMENT, THEN SCHEME CERTIFICATE NUMBER: N/A

(B) IF PENSION PAYMENT ORDER (PPO) ISSUED FOR PREVIOUS EMPLOYMENT, THEN PPO NUMBER:

N/A

**B. Other DETAILS**

1. INTERNATIONAL WORKER

|  |  |
| --- | --- |
| Yes | No |
|  |  |

(PLEASE TICK)

**IF THE REPLY TO (13) ABOVE IS YES, THEN ENTER THE DETAILS IN 13(A), 13(B) & 13(C):**

|  |  |
| --- | --- |
| INDIA | OTHER THAN INDIA (IF YES, PLEASE MENTION NAME OF THE COUNTRY) |
|  |  |

13(A) COUNTRY OF ORIGIN (Please Tick)

13(B) PASSPORT NUMBER : M9625840

13(C) PASSPORT VALID

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 1 | 0 | 5 | 2 | 0 | 1 | 5 |

FROM

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 1 | 0 | 5 | 2 | 0 | 2 | 5 |

TO

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Illitrate | Non-Matric | Matric | SENIOR SECONDARY | Graduate | POST GRADUATE | Doctor | TECHNICAL PROFESSIONAL |
|  |  |  |  |  |  |  |  |

1. EDUCATIONAL

QUALIFICATION

(PLEASE TICK)

|  |  |  |  |
| --- | --- | --- | --- |
| Married | Unmarried | WIDOW/ WIDOWER | Divorcee |
|  |  |  |  |

1. MARITAL STATUS

(PLEASE TICK)

|  |  |
| --- | --- |
| Yes | No |
|  |  |

|  |  |  |
| --- | --- | --- |
| IF YES, TICK THE CATEGORY | | |
| Locomotive | Visual | Hearing |
|  |  |  |

16) SPECIALLY ABLED

(PLEASE TICK)

17. KYC DETAILS

|  |  |  |  |
| --- | --- | --- | --- |
| KYC DOCUMENT TYPE | NAME AS ON KYC DOCUMENT | NUMBER | REMARKS, IF ANY |
| BANK ACCOUNT-1\* | Stephen Ghimiray | 50100281956229 | HDFC0000149 |
| NPR/AADHAAR | Stephen Ghimiray | 678054569295 |  |
| PAN No. | Stephen Ghimiray | BGHPG5979C |  |
| PASSPORT | Stephen Ghimiray | M9625840 | 11-May-2025 |
| DRIVING LICENCE | Click or tap here to enter text. | Click or tap here to enter text. | EXPIRY DATE |
| ELECTION CARD | Click or tap here to enter text. | Click or tap here to enter text. |  |
| RATION CARD | Click or tap here to enter text. | Click or tap here to enter text. |  |
| ESIC CARD | Click or tap here to enter text. | Click or tap here to enter text. |  |
| \* Mandatory Field (NOTE: BANK ACCOUNT NUMBER (ALONG WITH IFSC CODE) IS MANDATORY. YOU ARE HOWEVER ADVISED TO PROVIDE ALL KYC DOCUMENTS AVAILABLE WITH YOU IN ADDITION TO MANDATORY KYCS TO AVAIL BETTER SERVICES. SELF-ATTESTED PHOTOCOPIES OF THE DOCUMENTS MUST BE ATTACHED WITH THIS FORM. | | | |

**C. UNDERTAKING:**

**A. I CERTIFY THAT ALL THE INFORMATION GIVEN ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.**

**B. IN CASE, EARLIER A MEMBER OF EPF SCHEME, 1952 AND/OR EPS, 1995**,

1. **I HAVE ENSURED THE CORRECTNESS OF MY UAN/ PREVIOUS PF MEMBER ID.**
2. **THIS MAY ALSO BE TREATED AS MY REQUEST FOR TRANSFER OF FUNDS AND SERVICE DETAILS IF APPLICABLE FROM THE PREVIOUS ACCOUNT AS DECLARED ABOVE TO THE PRESENT P.F. ACCOUNT. (THE TRANSFER WOULD BE POSSIBLE ONLY IF THE IDENTIFIED KYC DETAILS APPROVED BY PREVIOUS EMPLOYER HAS BEEN VERIFIED BY PRESENT EMPLOYER USING HIS DIGITAL SIGNATURE CERTIFICATE).**
3. **I AM AWARE THAT I CAN SUBMIT MY NOMINATION FORM THROUGH UAN BASED MEMBER PORTAL.**

|  |  |
| --- | --- |
| **DATE: 18-Jan-2024**  **PLACE:IN-Pune-Ambrosia (OFSS)** | **SIGNATURE:** |

**DECLARATION BY PRESENT EMPLOYER**

A. THE MEMBER Mr./Ms./Mrs. Stephen Ghimiray HAS JOINED ON 18-Jan-2024 AND HAS BEEN ALLOTTED PF MEMBER ID …………………………………………...

B. IN CASE THE PERSON WAS EARLIER NOT A MEMBER OF EPF SCHEME, 1952 AND EPS, 1995:

 **(POST ALLOTMENT OF UAN)** THE UAN ALLOTTED FOR THE MEMBER IS …………………………

* **PLEASE TICK THE APPROPRIATE OPTION:**

THE KYC DETAILS OF THE ABOVE MEMBER IN THE UAN DATABASE

□ HAVE NOT BEEN UPLOADED

□ HAVE BEEN UPLOADED BUT NOT APPROVED

□ HAVE BEEN UPLOADED AND APPROVED WITH DSC

C. IN CASE THE PERSON WAS EARLIER A MEMBER OF EPF SCHEME, 1952 AND EPS, 1995:

 THE ABOVE MEMBER ID OF THE MEMBER AS MENTIONED IN (A) ABOVE HAS BEEN TAGGED WITH HIS/HER UAN/PREVIOUS MEMBER ID AS DECLARED BY MEMBER.

** PLEASE TICK THE APPROPRIATE OPTION:-**

□ THE KYC DETAILS OF THE ABOVE MEMBER IN THE UAN DATABASE HAVE BEEN APPROVED WITH DIGITAL SIGNATURE CERTIFICATE AND TRANSFER REQUEST HAS BEEN GENERATED ON PORTAL.

□ AS THE DSC OF ESTABLISHMENT ARE NOT REGISTERED WITH EPFO, THE MEMBER HAS BEEN INFORMED TO FILE PHYSICAL CLAIM (FORM-13) FOR TRANSFER OF FUNDS FROM HIS PREVIOUS ESTABLISHMENT.

**DATE: 18-Jan-2024 SIGNATURE OF EMPLOYER WITH SEAL OF ESTABLISHMENT**

**To:**

**Manager HR (Operations)**

**Oracle Financial Services Software Limited**

**From : Stephen Ghimiray**

**Emp Code : 1136874**

**Ref : 204970**

**Dated : 18-Jan-2024**

**Circumstances that led to my resignation from and non-possession of relieving letter & declare that I would submit by (please mention date of submission):**

**Proof of employment: 29-Feb-24**

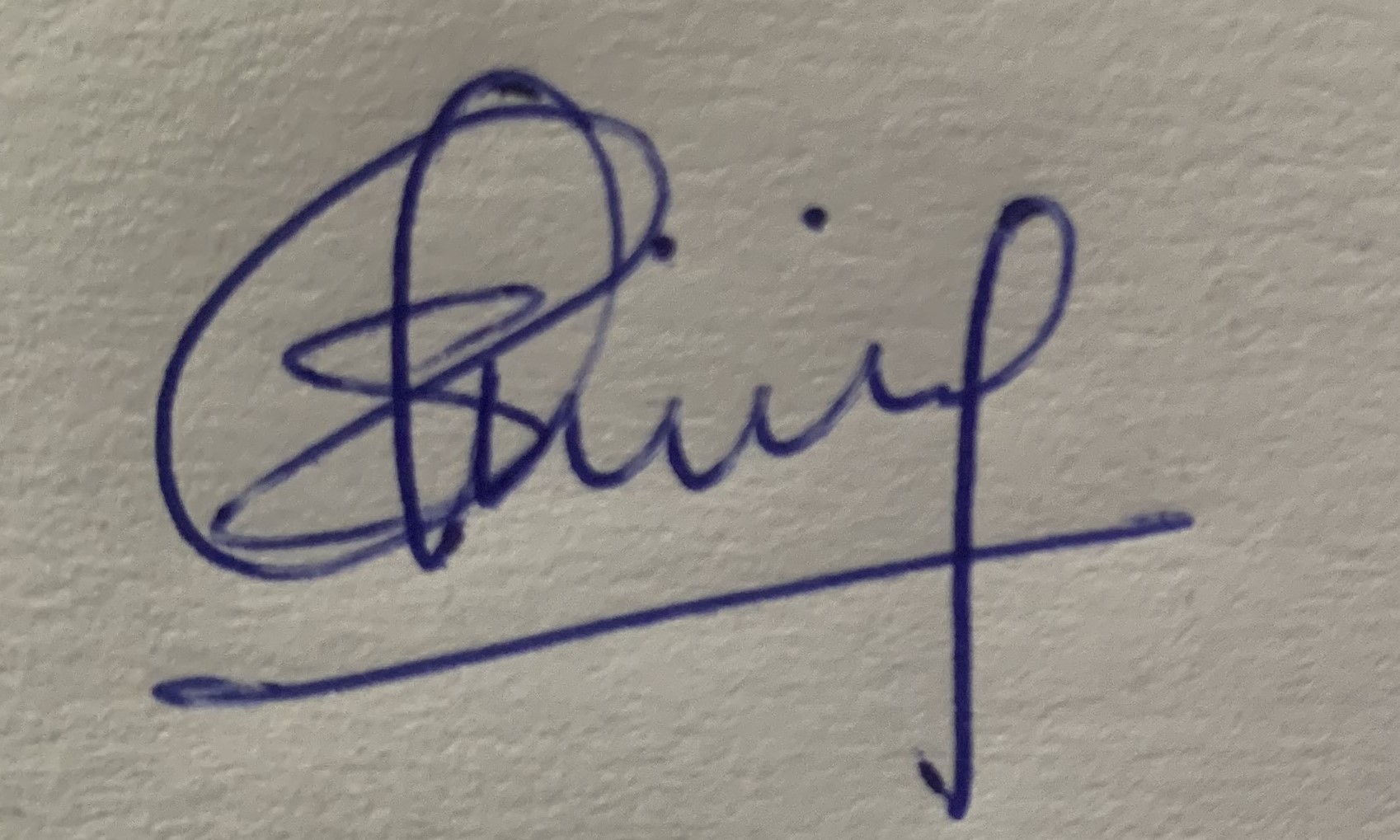
**Other employment endeavors: 29-Feb-24**

**At this juncture and before I accept the offer from Oracle, I would like to be the only bearer of following statements:**

1. I don’t have any legal actions taken against me by Marsh Mclennan Global Services Private Limited:Pune Management after my quitting of Marsh Mclennan Global Services Private Limited:Pune on 16-Jan-2024 till this time.
2. Even in case of any actions taken by Marsh Mclennan Global Services Private Limited:Pune management against me, I am the sole bearer of all legal actions against me and I won’t involve my employer Oracle, India in any form in these legal implications.
3. I don’t have any form of employment with any organization at the time I join Oracle, India.
4. I don’t have any service legal agreements signed with any organization at the time I join Oracle, India.
5. I am not bound to any of my previous employers.
6. I will hold Oracle Financial Services Software Limited, indemnified if any of my previous employers were to initiate any type of legal action against me.

As I have given a detailed explanation of circumstances before leaving Marsh Mclennan Global Services Private Limited:Pune and my responsibilities statements, I would like to further stress that leaving was for a justified cause and not deserting a company.

I look forward for a bright future and growth with Oracle, India.



**Signature:**

**EMPLOYEE DECLARATION REGARDING AADHAAR NUMBER**

To,

M/s Oracle Financial Services Software Limited,

Sub: Linking of my AADHAAR number with Provident Fund Universal Account Number.

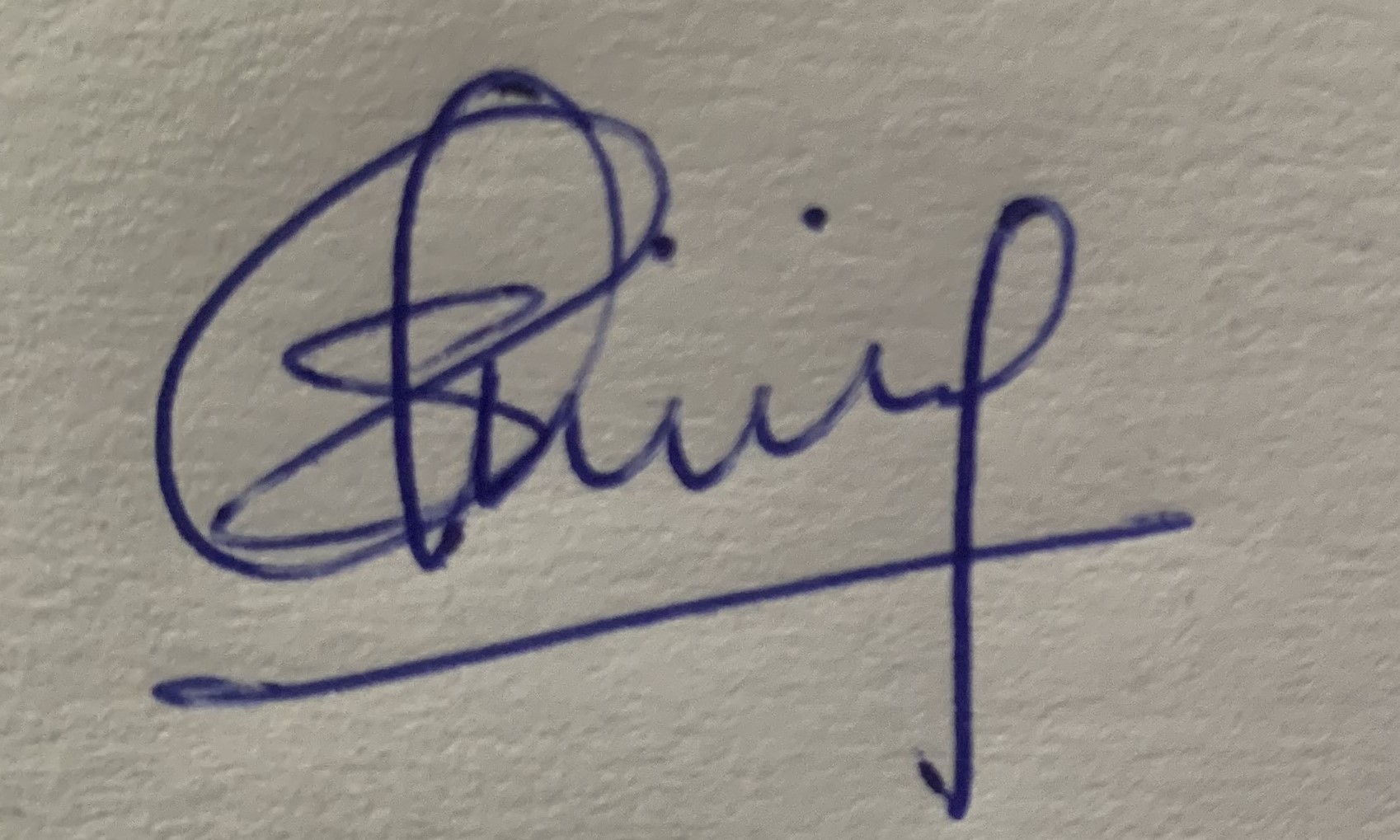
I have been made aware that the Provident Fund Authority (PFA) requires that my Aadhaar Number be submitted for the purpose of enrolling me in the Employee Provident Fund and Employee Pension Scheme and remittance of PF contributions. This is a mandatory requirement in order to obtain a Universal Account Number (UAN) for my enrollment, and there is no alternative.

Accordingly, Oracle Financial Services Software Limited has requested that I provide my Aadhaar number to submit to the PFA, via the PFA’s online system, for the reasons stated above. I understand that details of my Aadhaar number will be kept in my personnel file and in accordance with Oracle’s Document Retention Policy.

In acknowledgment and agreement of the matters outlined above, I hereby provide the following information:

1. My Aadhaar Number : 678054569295
2. My name as stated on my Aadhaar Card: Stephen Ghimiray

Yours sincerely,



(Signature)

Name: Stephen Ghimiray Date of Signature: 18-Jan-2024

Employee Number: 1136874

**ANNEXURE 1 TO CONFIDENTIALITY AND INTELLECTUAL PROPERTY ASSIGNMENT AGREEMENT**

**TO: Oracle Financial Services Software Limited**

**FROM: Stephen Ghimiray**

**DATE: 18-Jan-2024**

**SUBJECT: Intellectual Property**

* 1. Except as listed in Section 2 below, the following is a complete list of all inventions or improvements relevant to the subject matter of my employment by Oracle Financial Services Software Limited (the "**Company**") that have been made or conceived or first reduced to practice by me alone or jointly with others prior to my engagement by the Company:

□ No inventions or improvements.

□ See below:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□

□ Additional sheets attached.

2. Due to a prior confidentiality agreement, I cannot complete the disclosure under Section 1 above with respect to inventions or improvements generally listed below, the proprietary rights and duty of confidentiality with respect to which I owe to the following party(ies):

**Invention or Improvement Party(ies) Relationship**

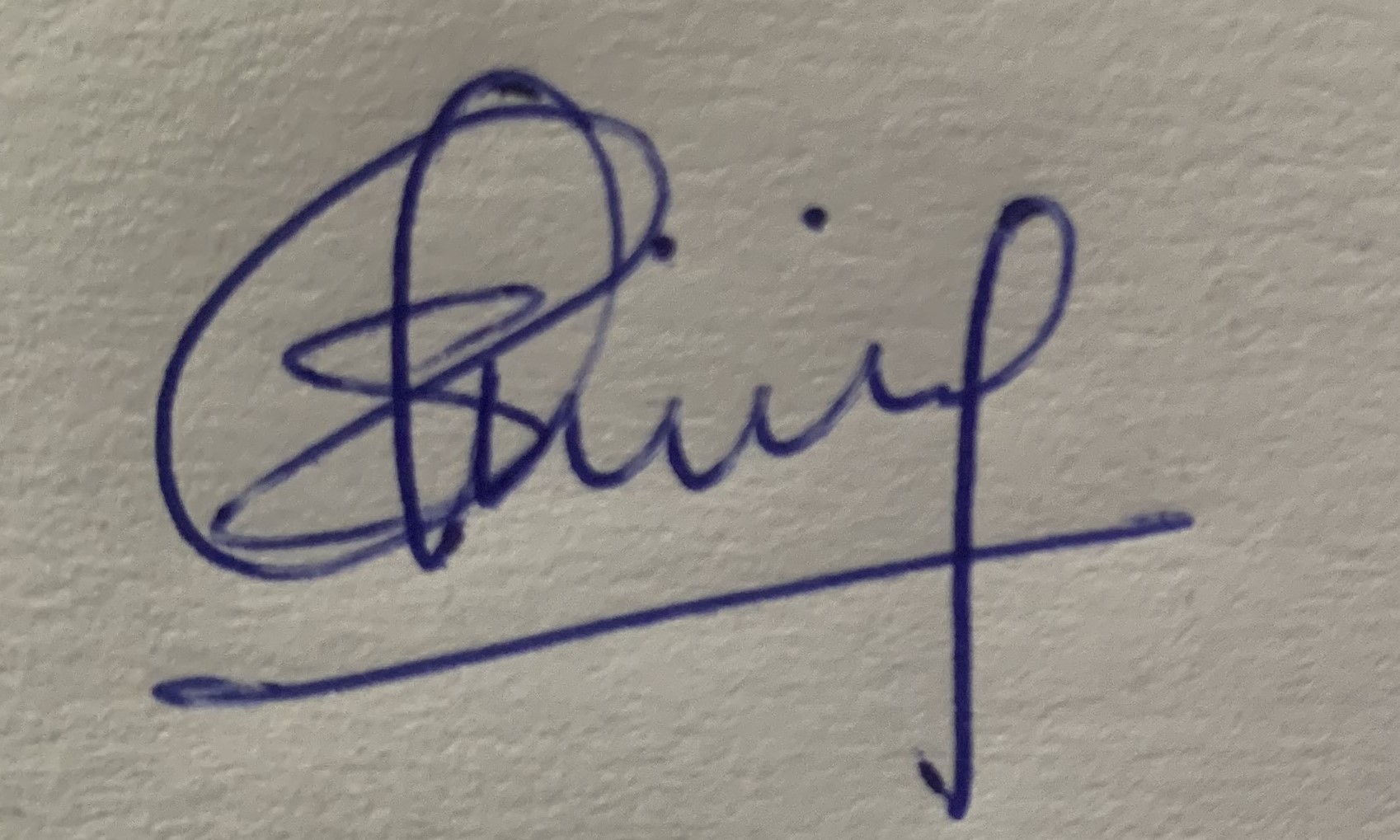
1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□ Additional sheets attached.

EMPLOYEE

**Sign:** 

**Name: Stephen Ghimiray**

**Employee Code: 1136874**

Date: 18-Jan-2024

***Emp No : 1136874***

**DISCLOSURE OF INTERESTS**

**- CONFIDENTIAL-**

(This form should be used to list the interests of Oracle employees where such interest may potentially lead to any conflict between the Interests of the employee and the business of Oracle Corporation, its subsidiaries or partners)

**TO: General Counsel, ORACLE ASIA PACIFIC**

# FAX: +61.2.9900.1615

This Disclosure of Interests is made by:

NAME : Stephen Ghimiray

LOCATION : IN-Pune-Ambrosia (OFSS)

JOB TITLE : System Administrator 4

REPORTING TO : Bhupendra Porwal

EMPLOYER : **ORACLE FINANCIAL SERVICES SOFTWARE LIMITED**

CONTACT DETAILS : MOBILE : 7499749570  
LAND PHONE / FAX :   
EMAIL-ID : Ghimiraystephen@Gmail.Com

**SCHEDULE 1**

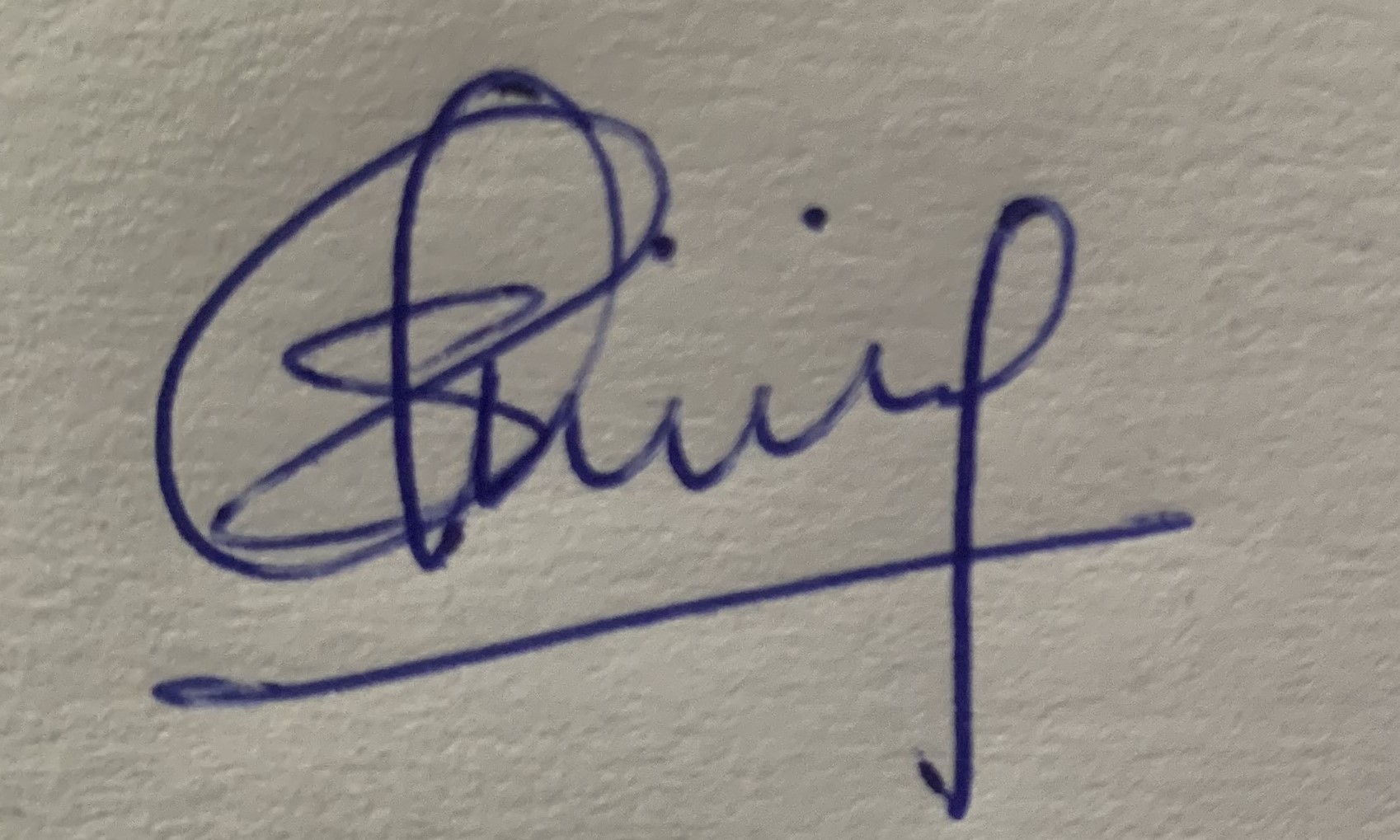
(All of your personal interests, such as shareholdings in organisations with which Oracle is or may be likely to do business; partnerships; appointments to any Board of Directors or a holding of any other office by you which may give rise to a conflict of interest with Oracle's business)

**SCHEDULE 2**

(Include all known interests of family, close personal friends and relatives, and other persons as known to you who may derive a benefit or entitlement from doing business with Oracle where that benefit or entitlement is connected in any way with, and which may conflict with the performance of your duties or employment with Oracle)

The contents of this Disclosure of Interest are complete and to the best of my knowledge and belief are fully accurate at the date of signing. I understand that if any other interest or matter not disclosed above arises whilst I am employed by Oracle, I will promptly update this Disclosure of Interest and provide it to my Senior Manager.

**Do you have any interest that need to be disclosed to Oracle?**  ****

**DATED 18-Jan-2024 SIGNATURE:** 

## Beneficiary (Insurance Program) Nomination Form

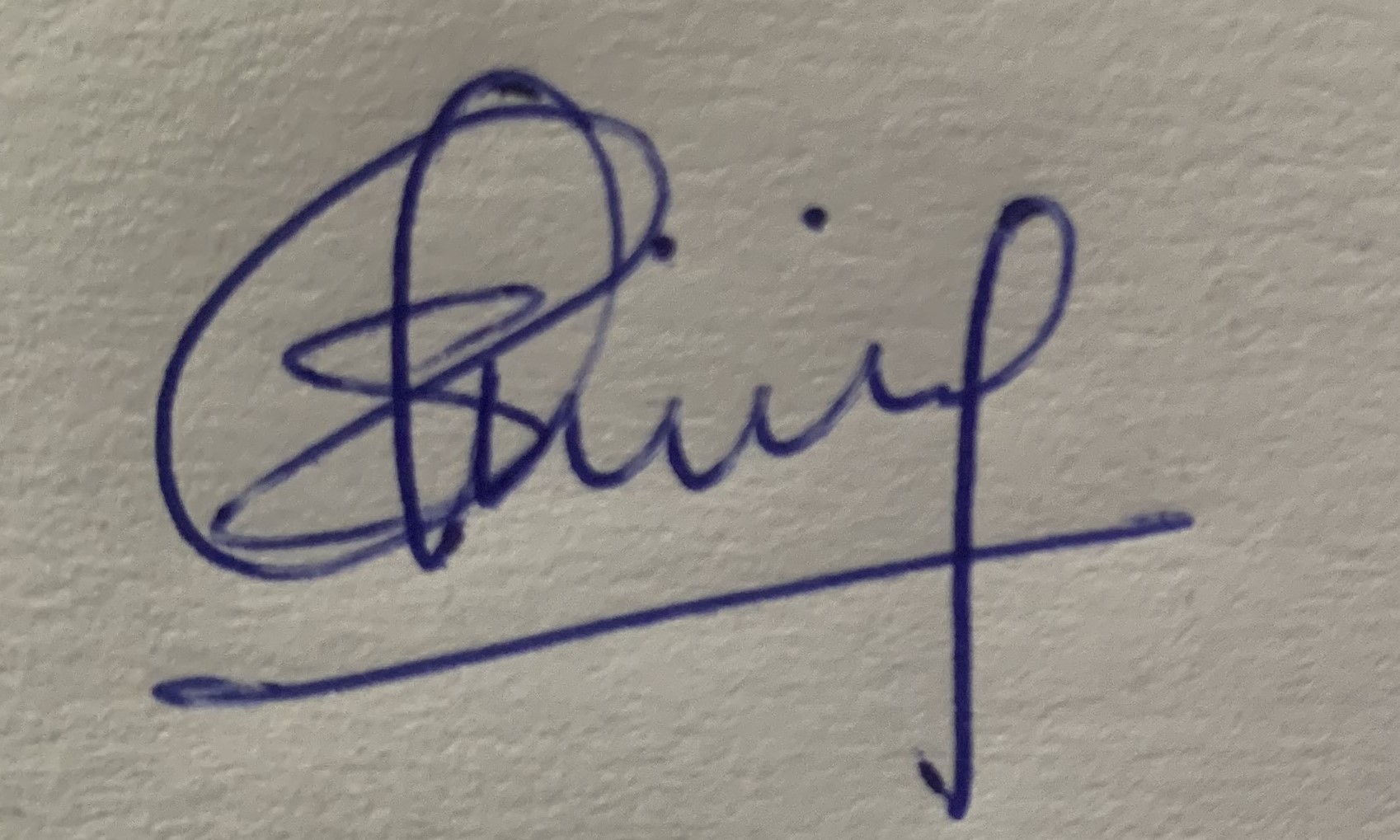
**Employee Details – To be completed by the employee.**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. Full Name of Member/ Employee | | | Stephen Ghimiray | | | | | | | |
| 2. Date of Birth | | | 3-Oct-1991 | | 3. Gender | | | | Male |  |
| 4. Marital Status (Use ☒) | | | Single | | | |  | | | |
| 5. Unique Member / Employee id/ Group Company Code (If any) | | | 1136874 | | | | | | | |
| 6. Address  (Number, Street, City, State, Pin Code) | | | Rawal Bhawan, Above Hair Studio, 1St Floor, Old Mundhwa Road,Sainath Nagar, Wadgaon Sheri, City :Pune, Maharashtra  PIN:411014 | | | | | | | |
| 7. Company Name | | | **ORACLE FINANCIAL SERVICES SOFTWARE LIMITED** | | | | | | | |
| 8. Nominations **Group Personal Accident / Group Term Life** | | | | | | | | | | |
| In the event of my death, I wish my benefits under the above mentioned Group Policies be apportioned between my nominated beneficiary (ies) as follows. The following nomination invalidates all such nominations made prior to the date of this nomination. | | | | | | | | | | |
| Sl. No. | Nominee Name | Date of Birth | | Relationship | | % of Benefit | | Appointee Details in case the Nominee is a Minor | | |
| 1 | Teresa Ghimiray | 4-Jun-1974 | | Mother | | 100 % | | Click or tap here to enter text. | | |
| 2 |  |  | |  | | % | | Click or tap here to enter text. | | |
| 3 |  |  | |  | | % | | Click or tap here to enter text. | | |
| 4 |  |  | |  | | % | | Click or tap here to enter text. | | |
|  |  |  | |  | |  | |  | | |
| **Total Percentage of Benefits** | | | | | | **100 %** | |  | | |

|  |  |
| --- | --- |
| **Signature:** | Date: 18-Jan-2024  Place: IN-Pune-Ambrosia (OFSS) |
| **Employer Attestation – to be completed by an authorised personnel of the Company.** | |
| Authorised Signatory: | Designation : Director - HR Operations  Date:  Place: IN-Pune-Ambrosia (OFSS) |

**Medical Insurance Coverage Form: (parents/spouse/children)**

|  |  |  |  |
| --- | --- | --- | --- |
| Relation | Name | Age | Birthday (Optional) |
| Self | Stephen Ghimiray | 32 | 3-Oct-1991 |
| Father | Ruben Ghimiray | 54 | 20-Aug-1969 |
| Mother | Teresa Ghimiray | 49 | 4-Jun-1974 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Signature:** 

**CANDIDATE / EMPLOYEE DECLARATION FORM**

Date: 18-Jan-2024

To,

M/s Oracle Financial Services Software Limited,

Sir,

**Sub: Declaration on Aadhaar Updation / Verification with the Universal Account Number (UAN) in Employees Provident Fund Organization (EPFO) portal.**

I understand that my Aadhaar updation / verification with Universal Account Number in EPFO portal is mandatory for the remittance of my PF contributions as well as that of the employer i.e., Oracle’s contribution, as per the existing rules of EPFO as per their circulars appended below.

EPFO Circular- I attached in email

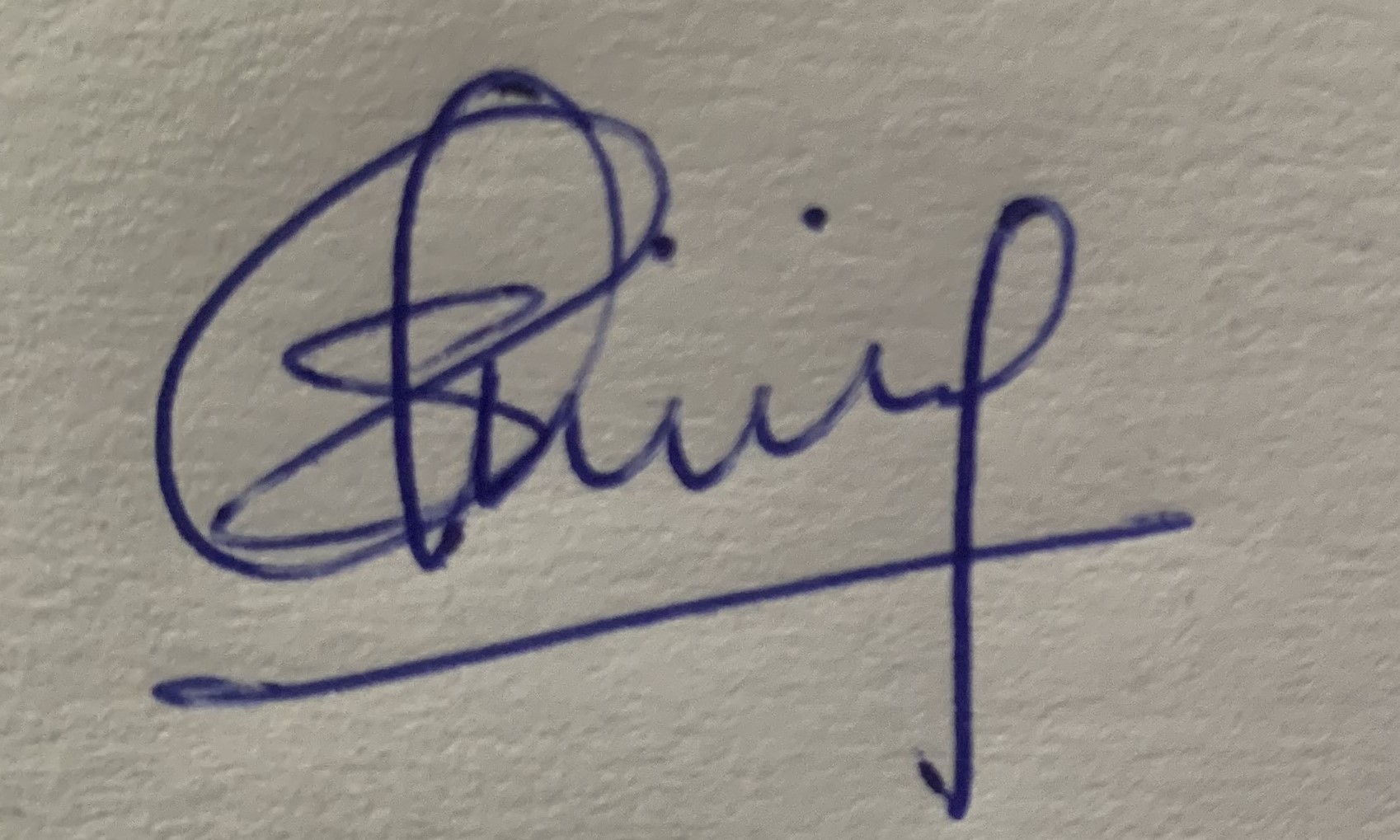
EPFO Circular- II attached in email

In view of the above, I am hereby declaring that (*select one response as applicable*)

|  |  |  |
| --- | --- | --- |
| **Sl. No** | **Description** | **Response** |
| 1 | I have UAN and my Aadhaar is already updated/verified in EPFO portal |  |
| 2 | I have UAN and I will update/verify my Aadhaar in the EPFO portal within 5 days of my joining | Click or tap here to enter text.  (Provide Date) |
| 3 | I don’t have UAN and I request Oracle to help me in generating EPFO’s UAN for me based on my Aadhaar details and I undertake to complete KYC updation on the EPFO portal immediately thereafter |  |

Name of the Candidate / Employee: **Stephen Ghimiray**

Employee ID (if given by Oracle): **1136874**

Signature of the Candidate / Employee**:** 

To

HR Department

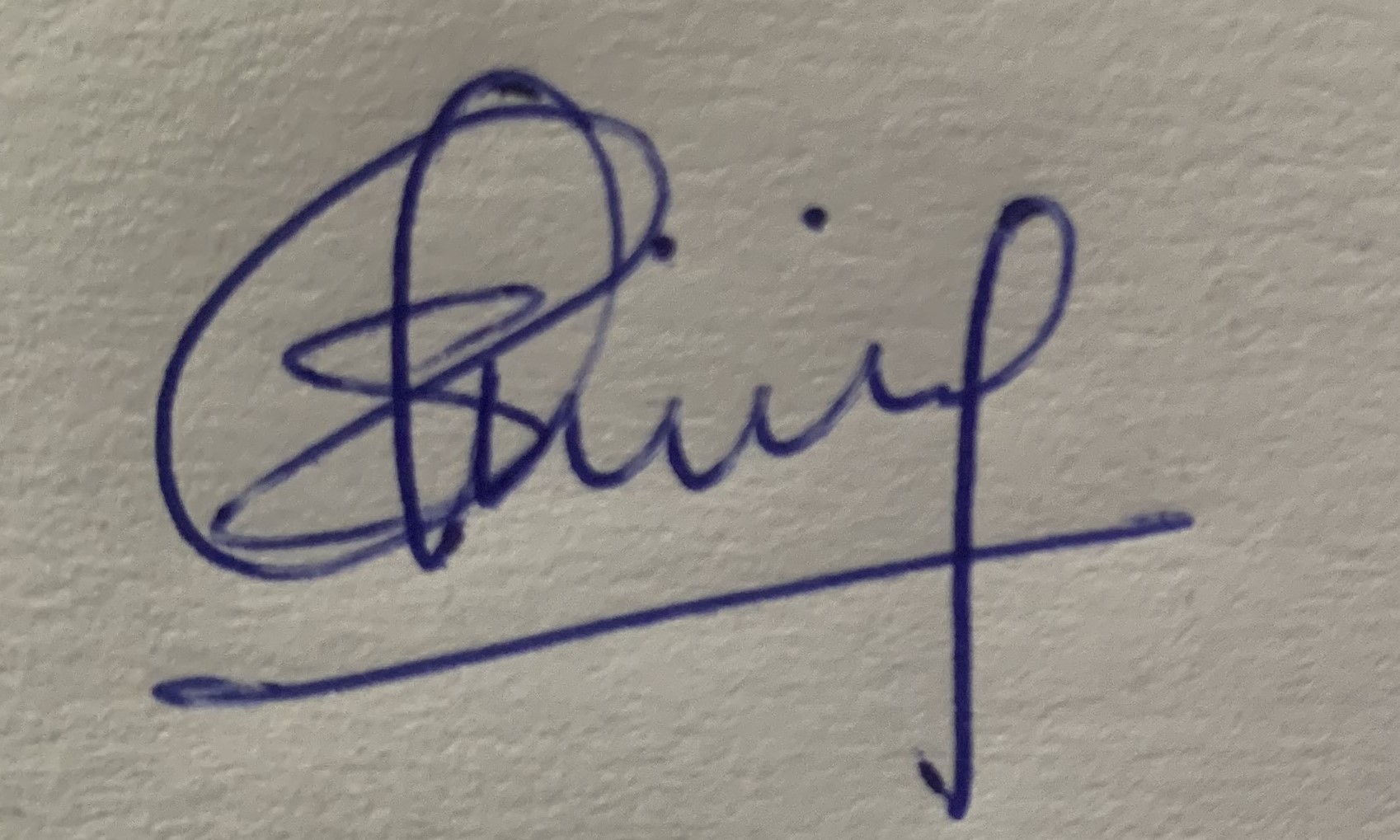
M/s Oracle Financial Services Software Limited,

Declaration about my Current Address

1. I am currently residing in: INDIA (Country name)
2. My current address from where I will be residing for the Company upon joining is:

|  |
| --- |
| *Type the current address here:*  Rawal Bhawan, 1st Floor, Above Hair Studio, Sainath Nagar, Wadgaon Sheri, Pune, Maharashtra, 411014 |

1. If I am not currently residing in India, I will immediately get in touch with India HR Dept via email to [onboarding-hrhelpdesk\_in@oracle.com](mailto:onboarding-hrhelpdesk_in@oracle.com) to seek guidance about my joining remotely and abide by that guidance.



Signature

Emp / Candidate Name: Stephen Ghimiray

Date: 18-Jan-2024

**CANDIDATE / EMPLOYEE DECLARATION FORM**

Date: 18-Jan-2024

Emp Name: Stephen Ghimiray

Emp No: 1136874

To,

M/s Oracle Financial Services Software Limited,

**Sub: Declaration on Bank account Number**

I hereby declare that I will provide accurate details of my Bank Account in the Oracle HCM application, which will enable the Company to credit Salary to the said account mentioned in HCM from the month of my joining the Company.

I take responsibility to update the Bank Account details in the HCM application in case I migrate to any Corporate Salary account i.e. ICICI/HDFC/SBI/Axis Bank.

I hereby take the sole responsibility for the correctness of my Bank Account number and other details provided / updated in the HCM system. I undertake that I will not hold the Company responsible in any manner for any transactions effected by the Company due to incorrect Bank Account number or any other details provided by me.

I understand that in the event I do not update the Bank Account details in the HCM on or before the 15th day of a calendar month, my Salary will not be processed during the payroll cycle for that month; and that only after I update the Bank Account details in the HCM application, the Salary will get credited in the next payroll cycle.

Signature of the Candidate / Employee**:** 