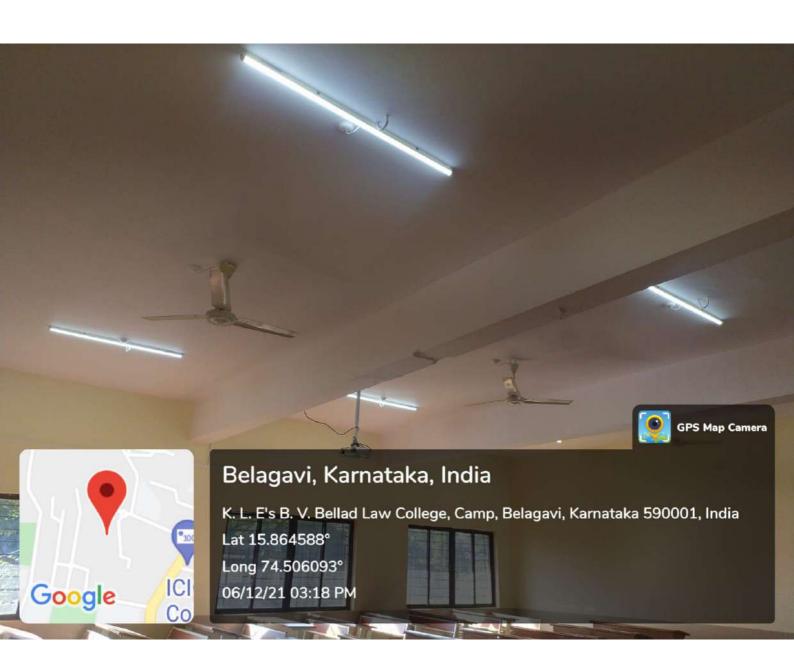
<u>BP: 1</u>

- 1. **Title of the Practice:** Energy Conservation
- 2. **Objectives of the Practice:** To create awareness among students on the energy conservation and environmental protection.
- 3. **The Context**: It is the moral responsibility of all citizens to use energy judiciously in everyday life.
- 4. **The Practice**: Institution has taken steps like, installed solar panels, replacing all tube lights with LED tubes etc.
- 5. **Evidence of Success:** Conserve the energy is this evident with the reduction of electric watt consumption.
- 6. **Problems Encountered and Resources required:** there is need to install solar power station.

BP: 2

- 1. Title of the Practice: Placement Drive
- 2. **Objectives of the Practice:** To identify talented and qualified students in the college and offering the companies of their choice according to their eligibility.
- 3. **The Context:** Campus recruitment is a strategy for sourcing, engaging, and hiring young talent for internship and full-time job roles.
- 4. **The Practice:** Our Institution, in association with TECHGEONS and IT based U.S. based firm had organized the Placement Drive on 15th Feb. 2022.
- 5. Evidence of Success: Six Alumni of our Institution were selected.
- 6. **Problems Encountered and Resources Required:** Necessity to organise guest lecturers on career opportunities in LPO.







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Green Audit Report

K. L. E. Society's

B. V. Bellad Law College,Belagavi.

Green Audit Report B.V. Bellad Law College, Belagavi.



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Acknowledgement

We express our gratitude for calling upon us for this audit, towards the whole Green Audit Team mainly the Principal, Dr. B. Jayasimha, who was the driving force. The team members viz., Dr. Smt. Ashwini B. Hiremath, *Assistant Professor*, Dr. Smt. Jyoti G. Hiremath, *Assistant Professor*, Shri Mahadev B. Galatage, were ever helpful and supported us with all the inputs needed for this audit.

Green Audit Team

Mr. Pradeep N. V., M. Tech. (Env Engg.)

Mr. Vijay S. Kumbar, M. Tech. (Env Engg.)

Ms. Yashaswi K., B. E. (Civil Engg)

Mr. Omkar M., M. Tech. (Strs.)

Mr. Sadanand M., B. Sc.



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About the College

The K.L.E. Society's B.V. Bellad Law College, Belagavi was established in the year 1975. The college is located in the sprawling Campus of Lingaraj College. The college offers both 3 years and 5 years Law Courses. The college is well manned by qualified and committed academicians with specialization in various laws and social sciences. In addition, experienced advocates are employed as Guest Faculty to teach procedural laws.

Mission

"This Institution strives to enrich the knowledge of the stakeholders, to instill confidence and courage in them."

Vision

"To impart socially relevant Legal Education to the students by involving them in direct and active interaction with the society, to adapt them to face the new social and legal challenges and to bring social reforms and national development."

Core Values

"To raise academic standard to novel heights to bring excellence in quality legal education."



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Introduction to Green Audit

The green audit helps in analyzing environmental practices within and outside the institutional campuses, which will have an impact on the eco-friendly atmosphere. Green audit comprises of systematic identification, quantification, recording, reporting and analysis of components of environmental conditions in the campus.

Need for Green Auditing

Green auditing is the method of recognizing and determining whether the institutions' practices are environmentally friendly and sustainable in a long run. Primarily, we are good and efficient users of resources available naturally. Subsequently, excess use of energy, water, have become habitual to everyone.

Green audit provides an approach to check whether

- Our processes are consuming more resources than required?
- Whether we are handling resources carefully?

Continuous monitoring of such processes regulates and gives an efficient way of natural resource utilization.

Recent issues such as climate change and resource depletion are of greater concern. To combat such issues at institute level, it is necessary to verify the processes and convert it into green and clean one. Green audit also increases overall consciousness among the people working in the institution towards a sustainable environment.

Goals of Green Audit

Our team has conducted a green audit with specific goals, such as:

- Recognizing and documenting of green practices followed by the institute.
- Note strength and weakness in green practices presently followed.



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- Analyze and suggest solution for the drawbacks identified.
- Evaluate facility of different types of waste management.
- Increase environmental awareness throughout campus.
- Inspire staff for optimized sustainable use of available resources.

Objectives of Green Audit

- To inspect the current practices, which can impact the environment.
- To recognize and analyze significant environmental issues.
- Establish and implement Environment Management in various departments.
- Continuous evaluation for betterment of performance in this regard.

Benefits of Green Audit to Educational Institutions

There are many advantages of green audit to an Educational Institution:

- It would help to protect the environment in and around the campus.
- Empower the organization to frame a better environmental performance.
- It portrays good image of institution through its clean and green campus.



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Executive Summary

A Green Campus or an Eco-friendly Campus is a place where environmental friendly practices and education combine to promote sustainable and eco-friendly practices in the campus. It is a campus which is sustainable because of its resource utilization and minimum waste discharge into the environment. Green Audit or Environmental Audit is an assessment of the extent to which an organization is observing practices which minimize harm to the environment. It assesses the campus performance in complying with applicable environmental laws and regulations. This audit report comprises of observations and recommendations for improvement of environmental conditions in the campus. It mainly focuses on the environmental management plan in the campus with environmental factors like quality of water, ventilation, vegetation, waste management practices, consumption of energy, harmful radiations and carbon foot print of the campus, etc.,

For this purpose, to assess the quality of the different environmental factors, samples were analyzed at different places in the campus, viz., water quality, light intensity, air quality, and noise pollution and electro-magnetic radiation. The data which was collected were assorted, scrutinized, analyzed and documented. Campus related preliminary interviews with the concerned staff were conducted. Student interaction also was carried out for this purpose. A report based on all these studies with regards to an environmental management plan at the campus with recommendations for further improvement is prepared.



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Objectives and Scope

The purpose of this audit was to note that the campus follows environmental friendly approaches in its regular routine. The implementation of these methods are done in the campus, across all departments, administrative bodies and students were analyzed.

Following issues were noted during our visit:

- Present conditions at the campus.
- Environmental education through systematic environmental management approach.
- Improving environmental standards.
- Benchmarking for environmental protection initiatives.
- Sustainable use of natural resource in the campus.
- Financial savings through a reduction in resource use.

Based on the available data, sampling and information provided by the college staff and officials, this report has been prepared and recommendations for betterment of campus environment are provided.



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Summary of Findings:

The main findings of the audit show that, all the students are aware about the need for environmental protection at a general level. It was also observed that a number of best practices such as water conservation, cleanliness, waste segregation, plantation, etc., are followed in the campus. There is also an Environmental Club, the NSS unit, actively involved in environment related activities.

However, on detailed review, it was observed that, the college is following green practices at various levels. But certain processes could benefit from further review in order to improve their efficiency, fairness and consistency.



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Infrastructure and college details

The college is located in the sprawling campus of Lingaraj College and a playground shared with sister institutions in the same campus.

The Three Storeyed Building has a total constructed area of 1239.13 sqm.

It has 11 Classrooms, 1 Moot Court hall, 1 Multipurpose hall, 1 Library, 1 Computer Lab.

The No. of Students studying in the college is 483.

The No. of Teaching Staff is 12, and the No. of Non-Teaching Staff is 13.



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Waste Management:

Anthropogenic activities generate waste, and it is the way these wastes are managed and disposed off, which can cause risks to the nature and to health. Waste generated causes pollution which is unpleasing and results in large amounts of litter which in turn cause environmental problems. Solid waste is generally classified into three categories: bio-degradable, non-biodegradable and hazardous waste.

Bio-degradable wastes include food wastes, canteen waste, wastes from toilets, etc.,

Non-biodegradable wastes include what is usually thrown away in homes and schools such as plastic, tins and glass bottles, etc.,

Hazardous waste is waste that is likely to be a threat to health or the environment like chemicals from research labs, batteries, etc.,

Improper handling of these wastes such as dumping in pits or burning them, may cause harmful discharge of contaminants into soil and water supplies. Special attention should be given to the handling and management of such waste generated in the institutions.

Observations:

In this campus, the waste generated is managed as mentioned below: Bio-degradable Waste:

- Bio-degradable waste from toilets is sent to underground drainage lines of the City Corporation.
- Food waste generated by canteen is taken away by the canteen contractor.
- Dry leaves from plants and trees are collected and are left aside. This heap is watered regularly. This turns into dry leaf compost. Dry leaf compost is used for plants and trees in the campus.



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Non Bio-degradable Waste:

• Paper, plastics generated by the campus is collected by the waste collection vehicle of the City Corporation.

E-Waste:

• Electronic waste generated in the campus is stored and periodically picked up by the centralized pickup system of the KLE Society.

Hazardous Waste:

• The college does not have any courses related to science, hence there are no laboratories generating any chemical waste, broken glassware, hazardous chemicals, etc.,

Recommendations:

Based on the observations made during our site visit, following recommendations have been made by us:

- Food waste from canteen can be converted to compost.
- More Dry leaf bins/pits can be made for composting.
- Paper waste can be sent for recycling.
- Electronic waste can be sent to a certified recycler.



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Dust bins for Biodegradable and non-biodegradable waste





'Say No to Plastic' awareness posters in the campus



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Energy Management:

Energy management is an important aspect in institutions. Saving of electric power is a major part to minimize the greenhouse gas emissions to the environment. This can be achieved by using 5 star electrical appliances. Renewable energy can be harvested and be used in the campus.

Observations:

- Average Electricity consumption is found to be 400 to 550kWh units.
- Use of energy efficient LED lights were observed in most of the class rooms.
- Installation of Solar panels for generation of Solar Powered Electricity, Off-Grid Type, 2335/24V PCU, with 4nos. 330W Solar PV panels, has been done.
- This Solar Power Installation is a sustainable and ecofriendly initiative for a greener and energy efficient campus.

Recommendations:

- The solar power electricity is connected to an inverter, wherein the power generated is stored in the batteries for later use. The inverter can be switched on for a fixed period of time every working day, to save on electricity bills.
- Further replacement of LED bulbs can be done.



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Solar Panels



Inverter and Battery to Convert, store and use Solar Power



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Water Management

Quality and Quantity of water is one of the most important parameters in a Green Campus. Water Quality and Quantity differs from place to place depending on the condition of the water source from which it is drawn. Presence of contaminants in the water can lead to health issues of the consumers. Basic monitoring of the quality of water is necessary from the health point of view of the campus occupants. Meticulous Water Management plan of the water available is also imperative for sustainable resource utilization.

Observation:

The main source of water for the campus is City Corporation supplied piped line and also one open well with sufficient water for the college throughout the year. The water from the source is pumped to the overhead tank situated on the top floor of the building and then supplied to the toilets, hand wash place, one Water Filter cum Cooler situated at the ground floor of the building and stopcocks used for gardening purposes. Drinking water from the Filter cum Cooler was tested for TDS, temperature and pH. The respective values were found to be TDS-105ppm, temperature 24.7° C and pH 6.8

Recommendations:

• Roof Top Rainwater harvesting can be done for further sustainability of water. This water if stored, can be used for all purposes other than drinking (cleaning, gardening, etc.,)



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Water Filter and cooler



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Green Cover

Plants and trees are essential for any educational institution. Green cover makes the campus aesthetically pleasing and also helps in providing good environment for the students. Planting saplings and maintaining the same has to be done periodically.

Observations:

This campus has a small green area with various plants and trees of different species. NSS unit, Environmental club of the college have been moving a step towards creating a green campus with different programs and plantation activities.

A small botanical garden is also maintained in the quadrangle of the campus increasing the aesthetic view of the college.

The list of trees/plants is as follows:

Sl. No.	Trees/Plants	Numbers
1.	Aglaonema 'Jubilee'	2
2.	Areca Palm	4
3.	Tradescantia Spathacea	1
4.	Aglaonema Silver Bay	1
5.	Hardy Banana	1
6.	Syngonium Podophyllum Arrowhead Vine	1
7.	Stromanthe	1
8.	Dieffenbachia Seguine	2
9.	Aglaonema Simplex (Variegated)	1
10.	Dieffenbachia Amoena	2
11.	Aglaonema (Green)	1
12.	Angel wing Begonias	2
13.	Philippine Evergreen	2
14.	Dracaena Fragrans	1
15.	Chlorophytum Comosum	1
16.	Aglaonema Osaka	2
17.	Duranta Erecta	1



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18.	Acalypha Wilkesiane	1
19.	Osmanthus Heterophyllus Variegatus	1
20.	Acenderanthemy	2
21.	Mangifera Indica	1
22.	Graptophyllum Pictum	1
23.	Chafa plant	1
24.	Lukzer artificial plant	1
25.	Podocarpus Macrophyllus	1
26.	Ceodes Umbellifera	2
27.	Garden Croton	14
28.	Aucuba Japonica	3
29.	Pseuderanthemum Carruthersii	2
30.	Hibiscus	13
31.	Nagarmotha	1
32.	Import Cheap	3
33.	Triple tree white	1





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Air Quality

Air quality plays a major role in day to day life. People spend more time indoors. Indoor air quality is the air quality within and around buildings and structures. Indoor air quality is known to affect the health, comfort, and well-being of building occupants. Poor indoor air quality has been linked to sick building syndrome, reduced productivity, and impaired learning in schools and colleges.

Observations:

Particulate matter was measured in all the classrooms, staff rooms and library. It was observed that the concentrations of PM 1, PM 2.5 and PM 10 were found to be negligible at that instant.



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Light

The main part of the learning process is visual. The classroom is an arena for many activities, such as reading and writing, student or teacher presentations, tests, etc., hence, light plays a major role in classrooms. Well lit classrooms are utmost essential in colleges. Working desks of the students require a minimum of light of 200 lux. Further, there may be certain zones that require specialized lighting. For example, the area in front of the board should have proper and separately switched presentation lighting.

Observations:

It was observed that all the Classrooms are well lit. The light intensity was observed to be ranging from 250 lux to 300 lux.



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Well lit library with LED lights and natural light



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Noise

Noise is unwanted sound considered unpleasant, loud or disruptive to hearing. Unwanted sound is not preferred in any classroom. The Noise levels in the class room should be below 35 dB in an unoccupied classroom. Higher levels of noise in the classroom may distract the students.

Observations:

Noise levels were measured in the classrooms and were found to be in the range of 35 dB to 40 dB in an unoccupied classroom. The noise levels were slightly high in classrooms with students ranging about 50 dB to 70 dB.



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Electro Magnetic Radiations

Electromagnetic radiation (EMR) consists of waves of the electromagnetic (EM) field, propagating through space, carrying electromagnetic radiant energy. EMR is generated by electronic devices and constant exposure to EM radiations is not advisable.

Observations:

Electromagnetic radiations were measured in all the classrooms, staff rooms, and library. It was observed that the Electromagnetic radiations were zero in all these places.



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Measuring Noise levels, Light, Air quality (PM) and EMR in classrooms



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During Green Audit Visit



ಕೆ. ಎಲ್. ಇ. ಸಂಸ್ಥೆಯ

ಬಿ. ವ್ಲಿ. ಬೆಲ್ಲದ ಕಾನೂನು ಮಹಾವಿದ್ಯಾಲಯ, ಬೆಳಗಾವಿ-೫೯೦೦೦೧.

K. L. E. SOCIETY'S

B. V. BELLAD LAW COLLEGE, BELAGAVI

(Affiliated to Karnataka State Law University, Hubballi& approved by Bar Council of India)

Reaccredited with "B" level by NAAC

Lingaraj College Campus, College Road, Belagavi - 590001

Web: www.bvbelladlawcollege.org,

email- bvbelladlawcollege@rediffmail.com, Office: 0831-2423734

Name of the Activity

: Placement Drive

Organised By

: Employment Cell

Date and Time

: 15th Feb 2022

Speaker/Resource Person

: Mr. Mukund Kagatikar



REPORT: B. V. Bellad Law College, Belagavi Organizes Placement Drive for Law Graduates: K. L. E. Society's B. V. Bellad Law College, Belagavi, in association with TECHGEONS and IT based U.S. based firm has organized the Placement Drive for its Law Graduates to work as Legal Experts to develop Contract Cycle Management with their Clients at US and UK. Mr Mukund Kagtikar, the Head of the Company briefed about the Profile of the Company and the nature of work the Law Graduates have to undertake after getting appointment. Dr B Jayasimha, the Principal enlightened the Law Graduates about the prospects of career and said that today the Technology has entered into Legal Industry and there has been a huge demand for quality Law Graduates who look for an exciting career for themselves other than conventional litigation practice. He advised the aspirants to develop the analytical skills along with legal knowledge to excel in LPO.

Miss Monal Sonalkar, the HR Admin of the Company explained the details of the employment conditions. Smt Savita Pattanshetti Assistant Professor welcomed, Dr Ashwini Hiremath proposed the vote of thanks. Dr. Umadevi R. Hiremath coordinated the entire event. All the teachers, students were present during the occasion.

Participants: 50

Co-ordinators: Dr. Ashwini B. Hiremath , Asst. Prof.











ಕೆ. ಎಲ್. ಇ. ಸಂಸ್ಥೆಯ

ಬಿ. ವ್ಹಿ. ಬೆಲ್ಲದ ಕಾನೂನು ಮಹಾವಿದ್ಯಾಲಯ, ಬೆಳಗಾವಿ-೫೯೦೦೦೧.

K. L. E. SOCIETY'S

B. V. BELLAD LAW COLLEGE, BELAGAVI-590001.

Reaccredited with "B" level by NAAC

Web: www.bvbelladlawcollege.org,

email-bybelladlawcollege@rediffmail.com,

STUDENTS PLACED IN THE CAMPUS INTERVIEW

CONDUCTED BY TECHGEONS (LPO), BELAGAVI,

ON 15TH FEB. 2022



Ms. Shilpa Turkewadi



Ms. Saima Mestri



Office: 0831-2423734

Mr. Viresh Malimath



Ms. Sonali S. Jhadav



Ms. Aishwarya R. Pyatigowdar



Mr. Harsh C. Kulkarni





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: PRINCIPAL K L E SOCIETY B V BELLAD LAW COLLEGE : Article 12 Bond

MEMORANDUM OF UNDERSTANDING

: 0_

(Zero)

: PRINCIPAL K L E SOCIETY B V BELLAD LAW COLLEGE

MUKUND KAGATIKAR HEAD TECHGEONS BELAGAVI

PRINCIPAL K L E SOCIETY B V BELLAD LAW COLLEGE

: 50

(Fifty only)

भित्यमेव सवस

USER / SUPERVISOR
Shirl Beereshwar Co-op Credit
Society Ltd., Examba (Multi-State
BRANCH BELACAVI.





Please write or type below this line

Memorandum of Understanding

Between

The K.L.E. Society's, B. V. Bellad Law College, Lingaraj College Campus, Belagavi – 590001. Here in after unless the context otherwise requires be referred to as First party.

Aad

Carvewing Solutions, G-5, Sairaj, Near 1st Railway Gate, Sawarkar Road, Tilakwadi Belagavi. Here in after unless the context otherwise requires be referred to as Second party.

Statutory Alert:

- 1 The authenticity of this Stamp cartificate should be verified at www.sholestamp.com or using e-Stamp Mobile App of Stock Holding.
- Any discrepancy in the details on this Certificate and as available on the website / Mobile App renders. The crius of checking the legitimacy is on the users of the certificate.
- 3 In case of any discretancy please inform the Competent Authority

Whereas the First party and Second party have entered into discussions for job placements for the students of the First party in the company of Second party for providing the services and solutions in strategy and Legal Process Outsourcing.

Hence both the parties desire to enter into this memorandum setting out the terms and conditions under which the purpose and scope of this MOU will be achieved.

Purpose of Mot

The MoU is intended to recognize the general basis for a cooperative and a collaborative working relationship between the two parties. The purpose of MoU is to provide employment opportunity to the students of first party in company of other party.

Objectives of MOU

- To identify the talented and qualified students in the college
- To create promising career opportunities for students.
- To select candidates who are suitable for the current job roles without any biased behavior.
- To hire the students in line with Company's requirements and expect the students to be flexible in learning and aligning as per the business needs.
- To provide recruitment purely based on the students meeting the selection criteria for the requirement.
- To ensure students start a career and move forward in the right direction for better quality living.
- To evaluate and select the right candidate to a staffic organization's requirements.
- To identify the professional traits, real-time shields, and values within the students.

This MOU outlines the commitments of the parties. Commitments of First party:

- 1. Informing all the students about the Societal array's services and act as a platform for helping the students find employment on speanides in Second party company.
- 2. To provide necessary training and skills of confloyability to the students.
- 3. To provide infrastructural facilities to the ground party to conduct the process of the placement drive.
- 4. In support of the Second party the First palsy undertakes to invite the students of other law colleges during the placement drive.

Commitments of Second party:

- 1. To provide the First party the information relating to the requirements of the employment.
- 2. To provide the required training and employability skills to the students.
- 3. To conduct awareness programmes through the First party about the prospects of LPO.

Duration: This MoU is for a period of 3 years. It can be extended further by mutual consultation and agreement.

Signature of the Parties;

First Party :Principal,
 B.V. Bellad Law College,
 Belagavi

VEERESH Digitally signed by VEERESH CHANNYYA CHANNYYA VASTRAD Date: 2022.06.17 15:08:59 +05'30'

Second Party: Veeresh Vastrad,
 Operational Head,
 Carvewing Solutions,
 Belagavi



Date: 17.02.2022

Dear Shilpa Turkewadi,

Congratulations on being selected for a career with Carvewing Solutions.

We are pleased to appoint you as a **Contractor** in Carvewing Solutions LLP for a duration of 3 months. After completion of 3 months, the contract can be continued further based on your performance and business visibility.

During the tenure as a contractor, you are entitled to a consolidated pay of Rs. 15,000 per month (Rupees Fifteen Thousand Only).

Your date of joining would be on 21.02.2022, Monday.

The notice period for leaving/terminating services shall be two weeks on either side.

We look forward to your joining us on the specified date.

Regards,

Manasa K



Date: 17.02.2022

Dear Saima Mestri,

Congratulations on being selected for a career with Carvewing Solutions.

We are pleased to appoint you as a **Contractor** in Carvewing Solutions LLP for a duration of 3 months. After completion of 3 months, the contract can be continued further based on your performance and business visibility.

During the tenure as a contractor, you are entitled to a consolidated pay of Rs. 15,000 per month (Rupees Fifteen Thousand Only).

Your date of joining would be on 21.02.2022, Monday.

The notice period for leaving/terminating services shall be two weeks on either side.

We look forward to your joining us on the specified date.

Regards,

Manasa K



Date: 18.04.2022

Dear Alshwarya R Pyatigoudar,

Congratulations on being selected for a career with Carvewing Solutions.

We are pleased to appoint you as a Contractor in Carvewing Solutions LLP for the position of Jr.

Legal Consultant for a duration of 3 months. After completion of 3 months, the contract can be continued further based on your performance and business visibility.

During the tenure as a contractor, you are entitled to a consolidated pay of Rs. 15,000 per month (Rupees Fifteen Thousand Only).

Your date of joining would be on 19.04.2022, Tuesday.

The notice period for leaving/terminating services shall be two weeks on either side.

We look forward to your joining us on the specified date.

Regards,

Manasa K



Date: 18.04.2022

Dear Sonali Shrikant Jadhav,

Congratulations on being selected for a career with Carvewing Solutions.

We are pleased to appoint you as a **Contractor** in Carvewing Solutions LLP for the position of **Jr. Legal Consultant** for a duration of 3 months. After completion of 3 months, the contract can be continued further based on your performance and business visibility.

During the tenure as a contractor, you are entitled to a consolidated pay of Rs. 15,000 per month (Rupees Fifteen Thousand Only).

Your date of joining would be on 19.04.2022, Monday.

The notice period for leaving/terminating services shall be two weeks on either side.

We look forward to your joining us on the specified date.

Regards,

Manasa K



Date: 17.04.2022

Dear Viresh Malimath,

Congratulations on being selected for a career with Carvewing Solutions.

We are pleased to appoint you as a Contractor in Carvewing Solutions LLP for the position of Jr. Legal Consultant for a duration of 3 months. After completion of 3 months, the contract can be continued further based on your performance and business visibility.

During the tenure as a contractor, you are entitled to a consolidated pay of Rs. 15,000 per month (Rupees Fifteen Thousand Only).

Your date of joining would be on 18.04.2022, Monday.

The notice period for leaving/terminating services shall be two weeks on either side.

We look forward to your joining us on the specified date.

Regards,

Manasa K



Date: 08.04.2022

Dear Harsh C Kulkarni,

Congratulations on being selected for a career with Carvewing Solutions.

We are pleased to appoint you as a **Contractor** in Carvewing Solutions LLP for the position of **Jr. Legal Consultant** for a duration of 3 months. After completion of 3 months, the contract can be continued further based on your performance and business visibility.

During the tenure as a contractor, you are entitled to a consolidated pay of Rs. 15,000 per month (Rupees Fifteen Thousand Only).

Your date of joining would be on 11.04.2022, Monday.

The notice period for leaving/terminating services shall be two weeks on either side.

We look forward to your joining us on the specified date.

Regards,

Manasa K