

FORM – 'M'

(See rule 14)

NOTICE OF HOURS OF WORK, REST-INTERVAL, WEEKLY HOLIDAY

Name and address of the Establishment: **International Overseas Services**
6/33 Mittal Industrial Estate,
Andheri Kurla Road, Andheri East
Mumbai - 400059

Name of the Manager/Authorised representative. : **Mahesh Chavan**

All the workers in the establishment are hereby informed that the hours of work, rest-interval and weekly holiday of each worker is given below:-

Sr. No.	Name of worker	Designation	Hours of Work from to.....	Rest-interval from to.....	Day of weekly holiday
(1)	(2)	(3)	(4)	(5)	(6)
1.	AS PER ATTACHMENT	AS PER ATTACHMENT	9.30 TO 18.00	1.00 TO 1.30	SUNDAY
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Date : 10/04/2018

Place : Mumbai



Signature of the Manager or Authorised representative.

NOTICE OF HOURS OF WORK, REST-INTERVAL, WEEKLY HOLIDAY

Sr. No.	Name of Worker	Designation	Hours of Work	Rest Interval	Day of Weekly Holiday
1	<i>Chander Chanchalani</i>	<i>Director Operations</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
2	<i>Ayaskanta Pati</i>	<i>Dy.G.M.</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
3	<i>Priti Damania</i>	<i>Accounts Manager</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
4	<i>Lalit R Maurya</i>	<i>Operations Manager</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
5	<i>Anil Upadhyay</i>	<i>Operations Manager</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
6	<i>Uday Khopte</i>	<i>IT Supervisor</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
7	<i>Anwar Shaikh Shah</i>	<i>Operations Supervisor</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
8	<i>Bheemarao V. Putty</i>	<i>Technical Consultant</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
9	<i>Shetti N. Anant</i>	<i>Technical Consultant</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
10	<i>Mahesh B Chavan</i>	<i>Asst Manager - Admin</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
11	<i>Sasikumar Karuppiyah</i>	<i>Sourcing Incharge</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
12	<i>Dattaram Bhoir</i>	<i>Visa Officer</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
13	<i>Mohan Hinde</i>	<i>Ticketing Officer</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
14	<i>Sheshmani Upadhyay</i>	<i>Ticketing Officer</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
15	<i>Swetha Sudhakar Poojary</i>	<i>Accountant</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
16	<i>Prakash M. Vaghela</i>	<i>Sr. Accountant</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
17	<i>Tanushree H. Dhadve</i>	<i>Hr Executive</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
18	<i>Rajeshree Merwade</i>	<i>Accountant</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
19	<i>Dipali V Panchal</i>	<i>Sr. Data Entry Operator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
20	<i>Mangesh Shrungare</i>	<i>Recruitment Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
21	<i>Rakesh Naidu</i>	<i>Recruitment Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
22	<i>Nitin Gaonkar</i>	<i>Visa Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
23	<i>Ranel Tellis</i>	<i>Recruitment Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
24	<i>Dillip Kumar Behera</i>	<i>Recruitment Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
25	<i>Imran Shaikh</i>	<i>Recruitment Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
26	<i>VI James</i>	<i>Recruitment Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
27	<i>Mushtaq Mohammed Shaikh</i>	<i>Sr. Recruitment Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
28	<i>Milind C Keer</i>	<i>Recruitment Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
29	<i>Ziyaulhaque Shaikh</i>	<i>Recruitment Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
30	<i>Mahesh Mohan Pawar</i>	<i>Recruitment Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
31	<i>Avantika P Jagtap</i>	<i>Recruitment Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
32	<i>Laxman Shantaram Pokle</i>	<i>Emigration Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
33	<i>Manoj Kumar Sahu</i>	<i>Recruitment Coordinator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
34	<i>Shridhar Nilkanth Parab</i>	<i>Admin Officer</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
35	<i>Malaya kumar Swain</i>	<i>IT Officer</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
36	<i>Satish Yadav Misal</i>	<i>Jr. Admin Asst</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
37	<i>Vijay Agre</i>	<i>Junior Assistant</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
38	<i>Santosh S. Ghadigaonkar</i>	<i>Jr. Admin Asst</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
39	<i>Rajesh U. Punjabi</i>	<i>Receptionist</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
40	<i>Kiran D'souza</i>	<i>Telephone Operator</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
41	<i>Varsha Rajan Sawant</i>	<i>Accounts Asst</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
42	<i>Amit Humane</i>	<i>Accounts Clerk</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
43	<i>Tek Bahadur Thapa</i>	<i>Watchman</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
44	<i>Tham Bahadur Ghimire</i>	<i>Watchman</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
45	<i>Lata Bhoir</i>	<i>Tea Maker</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
46	<i>P. Velmurugan</i>	<i>Driver</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
47	<i>A Santhanakumar</i>	<i>Driver</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
48	<i>Sumit Dhorap</i>	<i>Office Boy</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
49	<i>Srinivas E Bhandari</i>	<i>Office Boy</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
50	<i>Amit D Patade</i>	<i>Housekeeper</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
51	<i>Soma Ahir</i>	<i>Cook cum Housekeeper</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
52	<i>Hemant Mathur</i>	<i>Driver</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
53	<i>Basil T Gonsalves</i>	<i>Driver</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>
54	<i>Pravin Kumar Yadav</i>	<i>Housekeeper</i>	<i>9.30 to 18.00</i>	<i>1.00 to 1.30</i>	<i>Sunday</i>