



J.C.S.S.S.S. Ltd.



Main Dharmveer market Badarpur new delhi-44

Website : www.jcssss.com E-mail : jcssssorg@yahoo.co.in

Regd.No : MSCS/CR/328/2010

REF 20200718

DAT 18.7.2020

APPOINTMENT INSPECTION REPORT

To,
ADMINISTRATIVE DEPARTMENT,
JCSSSS, New Delhi

Subject:- Regarding the appointment of Area Manager, Branch/Operation Manager ,Marketing Manager ,Collection Executive

Sir,

With due respect,I say that, it has been acknowledged from APPLICATION NO..... BRANCH..... that NAME..... FATHER/HUSBAND.....PERMANENT RESIDENT..... CURRENT ADDRESS..... to whom I spoke about discipline and society rules in the interview, the applicant was impressed by the discipline and rules of the committee as well as resolved to follow the rules and regulations of the committee. The applicant society will be able to prepare new account holder members according to the rules and get their service done completely, due to which I am completely satisfied. The necessary documents given by the applicant are complete, which have been verified by me, and the working area of the applicant will be within thirty kilometers from the committee branch center. So it is requested to sir that the code area for the NAME.....CODE AREA MANAGER/BRANCH MANAGER/MM/COLLECTION EXECUTIVE..... Code to be issued under for Branch/Centre. After that I interviewed the applicant, in which all the purpose and remuneration contracts related to the committee, in relation to the commission / salary slave, information was given by me according to the rules of the committee, due to which I am satisfied and he was givenresponsibilities, I am also enclosing the receipt signature.

1. Address Proof –

Land/home documents, Electricity bills, Rashion card, Telephone Bill,
Lal card, Passport, Bank Passbook, etc.

2. Id Proof-

Voter id, Pan Card, Driving liscense, Passport, etc.

3.Applicant's educational certificates

4. Date of Birth mandatory in educational certificates.

5.9 passport size photos

6. Full signatures

7. Family's full signatures and passport size photos

8.Development officer recommondation letter

9. Xerox of Pan Card and other documents has to be included.

YOURS FAITHFULLY

AREA MANAGER,
JCSSSSLTD.

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BRANCH/OPERATION MANAGER APPOINTMENT CONTRACT LETTER

TO

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.....

It is with great pleasure to inform you that on the basis of the following contract and conditions, you are appointed as..... for branch/centrer..... from date.....

1. That in the first month 5 MM / Collection Executive is to be appointed. In which, by 3 MM/Collection Executive or all of them, it is mandatory to get daily deposit accounts opened for Rs 100, as per the DD2 or DD3 schemes. This is mandatory in order to confirm your joining.
 2. That after the first month of appointment, achieving the target of daily deposit of 12500/- fixed remuneration along with fuel costs of Rs.20000/- and on completion of daily account target of Rs.6000/- fixed remuneration of Rs 10000 salary along with fuel cost will be payable monthly only.
- Note-** This target will be valid for all Branch Managers / Manager/ Area Managers of the Self-Reliant Center.
3. That a Branch Manager / Manager has to appoint 5 MM / DO in the first month from the date of appointment and it is mandatory to appoint a total of 31 MM / Collection Executive in 12 months, by adding 5-5 MM, and on achieving this target, MM will be promoted to DO in 6 months.
 4. That the MM/Collection Executive will have to open a daily deposit of Rs.100 per day up to 125 days from the date of appointment. It will be mandatory, in addition to this, on the basis of managerial experience, monthly and FD scheme will be prepared.
 5. That it is mandatory to get the closing of daily deposit amount done in society's bank account on daily basis and submit the receipt to the respective superiors.
 6. That if a branch manager appoints 31 collection executives in 6 months and makes all the collection executives meet the target every month, then after 12 months they will get one month's remuneration as incentive for once.
 7. That the branch manager will get 0.5/- percent of the total monthly daily collection after reaching the 5 MM/ collection executive's target of Rs. 2 lacks and the business of rs.10 lacks achieved by the team. This will be till the fixed remuneration salary and incentive of Rs 1 lakh is reached.
 8. That it will be mandatory for the Branch/ Operation/ Area Manager to supervise the daily/monthly irregular accounts and either regularie them or to open a new account of the same amount.
 9. That TDS deduction will also be deposited in the Income Tax Department after deducting 10 percent of your total remuneration received as per the rules of Income Tax Department of Government of India, this process will be continuous.
 10. That the JLY deduction will also be deposited in your JLY account after deducting 5% of your total regeneration as per the committee rules. This process will go on as per the DOB proof provided to the company till 60 years of age and the amount will be paid back thereafter.

Note:- Payment will not be made from the JLY account operated for less than three years and it will be the your responsibility to refund all the loans given by the committee on the BM level on the irregular / leaving the work / service before three years, otherwise according to the Indian Penal Code, the members The matter of entrapment / entanglement will be filed on you by the committee through your superior officer, and legal actions will be taken.

Administrative Department
JCSSSS.LTD, Registered off, New Delhi-44

Agreemental Signature
Branch/Operation Manager

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