



V. M. SALGAOCAR INSTITUTE  
*of*  
INTERNATIONAL HOSPITALITY EDUCATION

Manora-Raia, Salcete, Goa - 403720. India  
Tel +91 (832) 6623000 Fax +91 (832) 6623111 info@vmsiie.edu.in www.vmsiie.edu.in  
Established by Vishwa Saraswati Society (Reg. No. 10/Goa/2007)

| <b>CRITERION – 6</b><br><b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b> |   |
|--|---|
| <b>Key Indicator</b>   | <b>6.3 Faculty Empowerment Strategies</b> |
| <b>Metric No.</b>  | <b>6.3.1</b>                              |

- The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

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INTERNAL MEMO

To,  
Ms. Sushma Lotliker  
Executive - Administration

From,  
Secretarial & Corporate Law  
SEC/INS/145/2020

VSS's VMSIHE-Raia

Date : 01/10/2020

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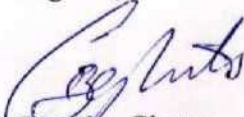
Sub.: GROUP MEDICLAIM POLICY FROM 18/09/2020 TO 17/09/2021.

Dear Sushma,

We are forwarding herewith the Group Medclaim Policy No. 131700/48/2021/1012 covering 39 persons for the period of one year w.e.f. 18/09/2020 to 17/09/2021 issued by the Oriental Insurance Co. Ltd.

Kindly acknowledge the receipt in having received the above policy on [gbghatge@vmsalgaocarcorp.com](mailto:gbghatge@vmsalgaocarcorp.com)

Regards,

  
Gurudas Ghatge

Encl: as above.

20 Original Invoice & Receipt. Attached.

VSS

This Document is Digitally Signed

Signer: ATUL JERATH  
Date: Thu, Sep 17, 2020 13:29:28 IST  
Location: NOIDA  
Reason: Signing Policy for OICL

### GROUP MEDICLAIM POLICY SCHEDULE

Policy No. : 131700482021/1012      Prev. Policy No. : -  
 Cover Note No. : -      Cover Note Date : -  
 Insured's Code : 62782100      Issue Office Code : 131700  
 Insured's Name : VISHVA SARASWATI SOCIETY'S (GSTIN: 30AAAAV4308H1ZX)      Issue Office Name : DO VASCO (GSTIN: 30AAACT0627R3ZA)  
 Address : V.M. SALGAOCAR INSTITUTE OF INTERNATIONAL HOSPITALITY EDUCATION MANORA -RAIA, SALCETE, GOA 403720      Address : PEREIRA CHAMBERS, 1ST FLOOR FR. JOSE VAZ ROAD P.O. BOX NO 105 VASCO-DA -GAMA GOA 403802  
 Tel./Fax/Email : 0 / 0 / 9923975828 / gbghatge@vmsalgaocarcorp.com      Tel./Fax/Email : 0832-2519516, 2518062, 2512204, 9082730056 / 0832-2512625 / chavan.rajendra@orientalinsurance.co.in ; 131700@orientalinsurance.co.i

#### Agent/Broker Details

Dev.Off.Code : NA0000004096 DIRECT VASCO DA GAMA D.O.  
 Agent/Broker :  
 Address :  
 Tel/Fax/Email : ////

Period of Insurance : FROM 00:00 ON 18/09/2020 TO MIDNIGHT OF 17/09/2021

Collection No. & Dt. : DC\_I\_IND 9245003221 - 17/09/2020      GST INVOICE NO : 301963537      UIN : 0  
 Gross Premium : 2,12,857      Service Tax : 38,314      Stamp Duty : .5      Total : 2,51,171

Co-insurance Details : NIL

#### TPA Details :

TPA ID : YA0000000334  
 TPA Name : M/S MD INDIA HEALTH INSURANCE TPA PVT. LTD.  
 Address : MD INDIA HOUSE, SURVEY NO.147/8 Sr. Bo. 46/1, Espace, A2 Blg, 4th floor, Pune Nagar Road, Vadgaonsheri, Pune 411014 customercare@mdindia.com, info@mdindia.com  
 Telephone No. : PUNE 411038      Toll Free No. : 18002331166, 18002334446  
 FAX No. :

Particulars of the Persons covered : Number of persons covered : 1

| Sr No | Emp/Dependant Name      | Age | Sex | Relationship | Sum Insured | Limit of Liability for Domicilliary Hospitalisation |
|-------|-------------------------|-----|-----|--------------|-------------|---|
| 1     | 39 MEMBERS AT INCEPTION | 58  | M   | Self         | 1,06,00,000 | 0   |

Pre-existing Diseases / Disability Declared :

Place : GOA  
 Date : 16/09/2020



IRDA-REGNO-558

For and on behalf of  
The Oriental Insurance Company Limited

This is an electronically generated document (Policy Schedule).The Policy document duly stamped will be sent by post.

In case of any query regarding the Policy please call Toll Free No. 1800 11 8485 and 011 33208485.

CIN: U66010DL1947GOI007158 All the Amounts mentioned in this policy are in Indian Rupee

IRDA Regn. No. 556 - Now you can buy and renew selected policies online at www.orientalinsurance.org.in

Authorised Signatory





Attached to and forming part of policy number 131700/48/2021/1012

Total Sum Insured in words : Indian Rupees One Crore Six Lakhs Only  
Total Premium in words : Indian Rupees Two Lakhs Fifty-One Thousand One Hundred Seventy-One Only

The insurance under this policy is subject to conditions, clauses, warranties, endorsements .  
The policy shall pay for hospitalization expenses for medical/surgical treatment at any Nursing Home/Hospital in INDIA as an in-patient defined in the policy

In the event of a claim under the policy exceeding Rs. 1 lac or a claim for refund of premium exceeding Rs. 1 lac, the insured will comply with the provisions of the AML policy of the Company. The AML policy is available in all our operating offices as well as Company's website.

TERMS AND CONDITIONS AS PER STANDARD MEDICLAIM POLICY.

EXP. POLICY NO. 131700/48/2020/979

Warranted that in case the person covered under the policy has lodged any claim under the previous policy and the sum insured is enhanced under the current policy, for a further claim for the same disease during the current policy, the earlier Limit of Sum Insured shall be applicable and not the enhanced sum insured

Warranted that in case of dishonour of premium cheque(s) the Company shall not be liable under the policy and the policy shall be void abinitio (from inception).

"In the event of discontinuation of this group policy an individual member covered herein can migrate to Individual Mediclaim policy or Happy Family Floater policy as the case may be so that the he /she may continue to enjoy the continuity benefits as per the provisions of the IRDA circular no.52/15/IRDA/Health/SN/08-09 dt.March'31,2009 regarding 'Renewability of Health Insurance Policies.'"

"We at Oriental continuously strive to ensure that you get the best possible treatment from our network hospitals. Please contact your TPA or any of the Oriental offices for our preferred hospitals in your area before going for a treatment. This will help us serve you in the best possible manner."

In witness whereof the undersigned being authorised by and on behalf of the Company has/have herein to set his/their hands at GOA on 16TH DAY OF SEPTEMBER 2020.

"In case of grievance related to any issue related to this policy the same may be addressed to the office In-Charge or the Grievance Officer at above policy address. If the grievance remains pending, it may be escalated to Grievance Officer of the concerned Regional Office TOWN CENTRE, TOWER 1,601-605, 6TH FLOOR, ANDHERI KURLA ROAD, NERA MITTAL ESTATE, ANDHERI EAST. The next escalation in case grievance remains unresolved is CSD, Head Office, situated at Oriental House, A-25/27, Asaf Ali Road, New Delhi-110002

If the insured is not satisfied with the resolution/reply provided by the company, he/she may approach the Office of Insurance Ombudsman, within his/her jurisdiction. The list of offices of Ombudsman is available on Company's portal."

Place : GOA

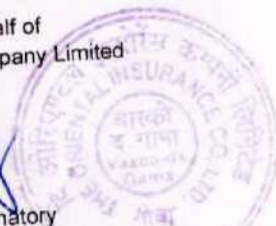
Date : 16/09/2020



IRDA-REGNO-556

For and on behalf of  
The Oriental Insurance Company Limited

Authorised Signatory



This is an electronically generated document (Policy Schedule). The Policy document duly stamped will be sent by post.

In case of any query regarding the Policy please call Toll Free No. 1800 11 8485 and 011 33208485.

CIN: U66010DL1947GOI007158 All the Amounts mentioned in this policy are in Indian Rupee  
IRDA Regn. No. 556 - Now you can buy and renew selected policies online at [www.orientalinsurance.org.in](http://www.orientalinsurance.org.in)

Signer: ATUL JERATH  
Date: Thu, Sep 17, 2020 13:29:28 IST  
Location: NOIDA  
Reason: Signing Policy for OICL

Attached to and forming part of policy number 131700/48/2021/1012

Entered By : Ms. Swapna Santosh Owal

Examined By : MS. K. VRUNDA A. RAO

Policy Printed By : 703893

Policy Printed On : 17-SEP-20 13:27:56

IP :  
MAC :

For and on behalf of  
The Oriental Insurance Company Limited

  
Authorised Signatory



Place : GOA  
Date : 16/09/2020



For and on behalf of  
The Oriental Insurance Company Limited

This is an electronically generated document (Policy Schedule). The Policy document duly stamped will be sent by post.

In case of any query regarding the Policy please call Toll Free No. 1800 11 8485 and 011 33208485.

Authorised Signatory

CIN: U66010DL1947GOI007158 All the Amounts mentioned in this policy are in Indian Rupee  
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Attached to and forming part of Policy number 131700/48/2021/1012

Annexure

| Sr.No. | Emp No./ ID No. | Name                             | D.O.B.    | Sex | Relationship | Basic Cover S.I. | Domiciliary Hospitalisation S.I. | Maternity Benefit S.I. | Floater/ Organisational Buffer S.I. |
|--------|-----------------|----------------------------------|-----------|-----|--------------|------------------|----------------------------------|------------------------|-------------------------------------|
| 1      | 1               | Irfan Mirza                      | 30-JAN-62 | M   | Self         | 5,00,000         |                                  |                        |                                     |
| 2      | 2               | Sujatha Madhavan                 | 16-APR-75 | F   | Self         | 3,50,000         |                                  |                        |                                     |
| 3      | 3               | Jinniez Rodrigues                | 29-JUN-78 | F   | Self         | 3,00,000         |                                  |                        |                                     |
| 4      | 4               | Nagraj Naik                      | 24-DEC-71 | M   | Self         | 3,00,000         |                                  |                        |                                     |
| 5      | 5               | Sushma Lotliker                  | 22-MAY-75 | F   | Self         | 3,00,000         |                                  |                        |                                     |
| 6      | 6               | Sherlaine Viegas                 | 05-MAR-85 | F   | Self         | 3,00,000         |                                  |                        |                                     |
| 7      | 7               | Gauri Alias Rama Pandurang Patil | 23-AUG-90 | F   | Self         | 3,00,000         |                                  |                        |                                     |
| 8      | 8               | Savioz Cyril D'Souza             | 07-JUL-83 | M   | Self         | 3,00,000         |                                  |                        |                                     |
| 9      | 9               | Sharada Prabhu                   | 03-OCT-84 | F   | Self         | 3,00,000         |                                  |                        |                                     |
| 10     | 10              | Nelissa Andrea Alcasoas          | 23-AUG-89 | F   | Self         | 3,00,000         |                                  |                        |                                     |
| 11     | 11              | Valerie Jacques                  | 28-JUL-90 | F   | Self         | 3,50,000         |                                  |                        |                                     |
| 12     | 12              | Dr Marie Raj                     | 26-SEP-48 | F   | Self         | 2,50,000         |                                  |                        |                                     |
| 13     | 13              | Manisha Borkar                   | 10-DEC-79 | F   | Self         | 2,50,000         |                                  |                        |                                     |
| 14     | 14              | Chaitra Phaldesai                | 10-APR-90 | F   | Self         | 2,00,000         |                                  |                        |                                     |
| 15     | 15              | Vikraman Pillai D                | 20-MAY-62 | M   | Self         | 2,00,000         |                                  |                        |                                     |
| 16     | 16              | Ramesh V. Singh                  | 24-DEC-79 | M   | Self         | 3,00,000         |                                  |                        |                                     |
| 17     | 17              | Sudhir Desai                     | 05-DEC-74 | M   | Self         | 3,50,000         |                                  |                        |                                     |
| 18     | 18              | Johannes Sebastian Breitingner   | 14-DEC-68 | M   | Self         | 2,00,000         |                                  |                        |                                     |
| 19     | 19              | Sharayu Nagueskhar               | 09-DEC-83 | F   | Self         | 2,00,000         |                                  |                        |                                     |
| 20     | 20              | Rajesh Gopal Naik                | 22-DEC-73 | M   | Self         | 2,00,000         |                                  |                        |                                     |
| 21     | 21              | Sarfaraz Can                     | 23-SEP-81 | M   | Self         | 3,00,000         |                                  |                        |                                     |
| 22     | 22              | Alethea Baracho                  | 13-JAN-93 | F   | Self         | 2,00,000         |                                  |                        |                                     |
| 23     | 23              | Sarfaraz Madiwale                | 16-DEC-79 | M   | Self         | 3,00,000         |                                  |                        |                                     |
| 24     | 24              | Frazer Rodrigues                 | 21-AUG-91 | M   | Self         | 2,50,000         |                                  |                        |                                     |
| 25     | 25              | Dinesh Mukhia                    | 08-JUL-88 | M   | Self         |                  |                                  |                        |                                     |

Place GOA  
Date 16/09/2020

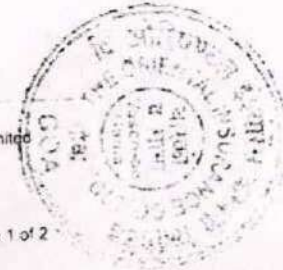
For and on behalf of  
The Oriental Insurance Company Limited

Authorised Signatory

Page 1 of 2

All the amounts mentioned in this policy are in Indian Rupees

Signer: ATU  
Date: Thu, Sep 16, 2020  
Location: NO  
Reason: Signing for Oka

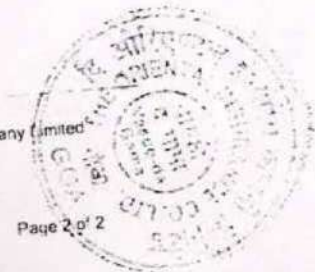


Attached to and forming part of Policy number 131700/48/2021/1012

| Sr.No. | Emp No./ ID No. | Name                         | D.O.B.    | Sex | Relationship | Basic Cover S.I. | Domiciliary Hospitalisation S.I. | Maternity Benefit S.I. | Floater/ Organisational Buffer S.I. |
|--------|-----------------|------------------------------|-----------|-----|--------------|------------------|----------------------------------|------------------------|-------------------------------------|
| 26     | 26              | Gagan Gurappa Biradar        | 14-MAY-92 | M   | Self         | 2,00,000         |                                  |                        |                                     |
| 27     | 27              | Maria Jeniffer Gonsalves     | 10-JUL-69 | F   | Self         | 2,00,000         |                                  |                        |                                     |
| 28     | 28              | Sandeep Dattaram Bandodkar   | 03-JUL-70 | M   | Self         | 3,00,000         |                                  |                        |                                     |
| 29     | 29              | Issac Mathew                 | 03-SEP-72 | M   | Self         | 3,00,000         |                                  |                        |                                     |
| 30     | 30              | Martha Rebello               | 06-OCT-58 | F   | Self         | 3,00,000         |                                  |                        |                                     |
| 31     | 31              | Amelia Edna Castro Cota Cruz | 06-APR-70 | F   | Self         | 3,00,000         |                                  |                        |                                     |
| 32     | 32              | Anup Murlidhar Bhat          | 08-AUG-79 | M   | Self         | 2,00,000         |                                  |                        |                                     |
| 33     | 33              | Beverly Steffie Fernandes    | 07-APR-90 | F   | Self         | 2,50,000         |                                  |                        |                                     |
| 34     | 34              | Sabeer Sayed                 | 01-JUN-89 | M   | Self         | 2,00,000         |                                  |                        |                                     |
| 35     | 35              | Manjunath Halabar            | 01-JUN-85 | M   | Self         | 2,00,000         |                                  |                        |                                     |
| 36     | 36              | Maksud Ali Khan              | 25-MAY-81 | M   | Self         | 2,50,000         |                                  |                        |                                     |
| 37     | 37              | Migel Pereira                | 18-JUL-70 | F   | Self         | 2,00,000         |                                  |                        |                                     |
| 38     | 38              | Rajib Darjee                 | 27-JUL-78 | M   | Self         | 3,00,000         |                                  |                        |                                     |
| 39     | 39              | Tanvi Shenvi Manerikar       | 06-DEC-89 | F   | Self         |                  |                                  |                        |                                     |

Place: GOA  
Date: 16/09/2020

For and on behalf of  
The Oriental Insurance Company Limited  
Authorized Signatory



All the amounts mentioned in this policy are in Indian Rupees



The Oriental Insurance Company  
DO : VASCO DA GAMA P. EIRA CHAMBERS, 1ST FLOOR FR. JOSHIAJAZ ROAD P.O.BOX NO 105 VASCO-  
GAMA GOA 403802 , , , GOA , 403802

GST NO : 30AAACT0627R3ZA

RECEIPT

Office Code & Name : 131700 - DO VASCO  
Collection No. : 51-01/9245003221  
Collection Date : 17/09/2020 13:25  
Received with thanks From Sh./Smt./ M/s. : VISHWA SARASWATI SOCIETY'S  
The Sum of : Indian Rupees Two Lakhs Fifty-One Thousand One Hundred Seventy-One Only  
Towards the following : Premium collections

Bank Code : 9100(C-131700-01)  
Posted Doc No. : 9245003220  
Posted Doc Dt. : 17/09/2020

| SI No.       | Dept. Code | Policy No. | Policy Status | End/Ren/Decl/ Claim No. | Dev. Off. Code | Source Code | Amount Collected   | C/D | GL Code | SL Code      | Pay Mode     | Bank Name | Bank Branch | Instrument No.                 | Instr. Dt./CC Exp. Dt. |  |
|--------------|------------|------------|---------------|-------------------------|----------------|-------------|--------------------|-----|---------|--------------|--------------|-----------|-------------|--------------------------------|------------------------|--|
| 1            | 48         | 2021/1012  | New Policy    |                         | NA0000004096   |             | 2,51,171.00        | C   | 5083    | AA0000000001 | DC_I_IN<br>D |           |             | HDFCR520<br>200916977<br>17474 | 17/09/2020             |  |
| <b>Total</b> |            |            |               |                         |                |             | <b>2,51,171.00</b> |     |         |              |              |           |             |                                |                        |  |

GST : Rs. 38314  
GST NO OF Insured : 30AAAAV4308H1ZX  
Policy Type / Zone : GROUP  
MEDICLAIM

FOR THE ORIENTAL INSURANCE COMPANY LTD



Cashier / Authorised Signatory

Note : For Payment by cheque , receipt will be valid subject to realisation of Cheque

CIN: U66010DL1947GOI007158 IRDA Regn. No. 556 - All the amounts mentioned in this report are in Indian Rupees



The Oriental Insurance Company Ltd.  
 DO : VASCO DA GAMA PEREIRA CHAMBERS, 1ST FLOOR FR. JOSE VAZ ROAD  
 P.O. BOX NO 105 VASCO-DA -GAMA GOA 403802 , , , GOA , 403802  
 30AAACT0627R3ZA  
 Tax Invoice

ORIGINAL FOR RECIPIENT

Invoice Code : 131700 - DO VASCO  
 GST NO : 30AAACT0627R3ZA  
 Invoice No. : 301963537  
 Billing Details Sh./Smt./ M/s. : VISHWA SARASWATI SOCIETY'S  
 V.M. SALGAOCAR INSTITUTE OF INTERNATIONAL HOSPITALITY EDUCATION  
 MANORA -RAIA, SALCETE, GOA 403720  
 GA  
 403720  
 STATE CODE : 30  
 GSTIN:30AAAV4308H1ZX  
 UIN : 0

Invoice Date : 17-09-2020

Towards HSN/SAC - 997133 - General Insurance Services

Tax is Payable on Reverse Charge : No

| Sl No.       | Dept No. | Policy No. | Policy Status | Endorsement No | Amount Collected   | Taxable Value      | IGST Perc | IGST Amt | CGST Perc | CGST Amt         | SGST/UT GST Perc | SGST/UTGST Amt   |
|--------------|----------|------------|---------------|----------------|--------------------|--------------------|-----------|----------|-----------|------------------|------------------|------------------|
| 1            | 48       | 2021/1012  | New Policy    |                | 2,51,171.00        | 2,12,857.00        |           |          | 9%        | 19,157.00        | 9%               | 19,157.00        |
| <b>Total</b> |          |            |               |                | <b>2,51,171.00</b> | <b>2,12,857.00</b> |           |          |           | <b>19,157.00</b> |                  | <b>19,157.00</b> |

The Sum of : Indian Rupees Two Lakhs Fifty-One Thousand One Hundred Seventy-One Only

Policy Type / Zone : GROUP MEDICLAIM

Note : For Payment by cheque , receipt will be valid subject to realisation of Cheque







| Serial | Receipts & Date | Item             | Quantity | Rate     | Particulars | Particulars | Dept       | Signature | Remarks |
|--------|-----------------|------------------|----------|----------|-------------|-------------|------------|-----------|---------|
|        |                 | Electricity Bill | 02       | 20/10/18 |             |             | Electrical |           |         |
| 38     | 02/11/18        | Shirts           | 03       | 2/11/18  |             |             | Security   |           |         |
|        |                 | Books            | 02       |          |             |             |            |           |         |
|        |                 | Books            | 01       |          |             |             |            |           |         |
|        |                 | Staff            | 01       |          |             |             |            |           |         |
| 39     | 01/11/18        | Shirts           | 02       | 2/11/18  |             |             | Security   |           |         |
|        |                 | Books            | 02       |          |             |             |            |           |         |
|        |                 | Books            | 01       |          |             |             |            |           |         |
| 40     | 11/11/18        | Shirts           | 02       | 2/11/18  |             |             | Security   |           |         |
|        |                 | Books            | 02       |          |             |             |            |           |         |
| 41     | 12/11/18        | Shirts           | 02       | 2/11/18  |             |             | Security   |           |         |
|        |                 | Books            | 02       |          |             |             |            |           |         |
| 42     | 12/11/18        | Shirts           | 02       | 2/11/18  |             |             | Security   |           |         |
|        |                 | Books            | 02       |          |             |             |            |           |         |
| 43     | 12/11/18        | Shirts           | 02       | 2/11/18  |             |             | Security   |           |         |
|        |                 | Books            | 02       |          |             |             |            |           |         |
| 44     | 12/11/18        | Shirts           | 02       | 2/11/18  |             |             | Security   |           |         |
|        |                 | Books            | 02       |          |             |             |            |           |         |
| 45     | 12/11/18        | Shirts           | 02       | 2/11/18  |             |             | Security   |           |         |
|        |                 | Books            | 02       |          |             |             |            |           |         |