

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 : 26-11-21

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	Chander C	Director Operations	9.30 to 18.00	1.00 to 1.30	Sunday
2	A Pati	Dy.G.M.	9.30 to 18.00	1.00 to 1.30	Sunday
3	Priti D	Accounts Manager	9.30 to 18.00	1.00 to 1.30	Sunday
4	Anil U	Operations Manager	9.30 to 18.00	1.00 to 1.30	Sunday
5	Uday K	IT Supervisor	9.30 to 18.00	1.00 to 1.30	Sunday
6	Anwar S	Operations Supervisor	9.30 to 18.00	1.00 to 1.30	Sunday
7	Bheemarao P	Technical Consultant	9.30 to 18.00	1.00 to 1.30	Sunday
8	Mahesh C	Asst Manager - Admin	9.30 to 18.00	1.00 to 1.30	Sunday
9	Dattaram B	Visa Officer	9.30 to 18.00	1.00 to 1.30	Sunday
10	Mohan H	Ticketing Officer	9.30 to 18.00	1.00 to 1.30	Sunday
11	Sheshmani U	Ticketing Officer	9.30 to 18.00	1.00 to 1.30	Sunday
12	Swetha P	Accountant	9.30 to 18.00	1.00 to 1.30	Sunday
13	Prakash V	Sr. Accountant	9.30 to 18.00	1.00 to 1.30	Sunday
14	Tanushree D	Hr Executive	9.30 to 18.00	1.00 to 1.30	Sunday
15	Rajeshree M	Accountant	9.30 to 18.00	1.00 to 1.30	Sunday
17	Rakesh N	Recruitment Coordinator	9.30 to 18.00	1.00 to 1.30	Sunday
18	Nitin G	Visa Coordinator	9.30 to 18.00	1.00 to 1.30	Sunday
19	Ranel T	Recruitment Coordinator	9.30 to 18.00	1.00 to 1.30	Sunday
20	Mushtaq S	Sr. Recruitment Coordinator	9.30 to 18.00	1.00 to 1.30	Sunday
21	Milind K	Recruitment Coordinator	9.30 to 18.00	1.00 to 1.30	Sunday
22	Avantika J	Recruitment Coordinator	9.30 to 18.00	1.00 to 1.30	Sunday
23	Rahul K	Recruitment Coordinator	9.30 to 18.00	1.00 to 1.30	Sunday
24	Laxman P	Emigration Coordinator	9.30 to 18.00	1.00 to 1.30	Sunday
25	Shridhar P	Admin Officer	9.30 to 18.00	1.00 to 1.30	Sunday
26	Malaya S	IT Officer	9.30 to 18.00	1.00 to 1.30	Sunday
27	Satish M	Jr. Admin Asst	9.30 to 18.00	1.00 to 1.30	Sunday
28	Vijay A	Junior Assistant	9.30 to 18.00	1.00 to 1.30	Sunday
29	Santosh G	Jr. Admin Asst	9.30 to 18.00	1.00 to 1.30	Sunday
30	Kiran D'	Telephone Operator	9.30 to 18.00	1.00 to 1.30	Sunday
31	Amit H	Accounts Clerk	9.30 to 18.00	1.00 to 1.30	Sunday
32	Tek Bahadur T	Watchman	9.30 to 18.00	1.00 to 1.30	Sunday
33	Tham G	Watchman	9.30 to 18.00	1.00 to 1.30	Sunday
34	Lata B	Tea Maker	9.30 to 18.00	1.00 to 1.30	Sunday
35	P. Velmurugan	Driver	9.30 to 18.00	1.00 to 1.30	Sunday
36	A Santhanakumar	Driver	9.30 to 18.00	1.00 to 1.30	Sunday
37	Amit P	Housekeeper	9.30 to 18.00	1.00 to 1.30	Sunday
38	Basil T G	Driver	9.30 to 18.00	1.00 to 1.30	Sunday