

**Ahmednagar Jilha Maratha Vidya Prasarak Samaj's**  
**INSTITUTE OF**  
**HOTEL MANAGEMENT AND CATERING TECHNOLOGY AHMEDNAGAR**  
**Lal Taki Road, Ahmednagar – 414001. Ph. / Fax (0241) 2326778**  
**Approved by AICTE, Govt. of Maharashtra, DTE & Affiliated to Uni. of Pune**

<b>Criteria 2- Teaching- Learning and Evaluation</b>		
<b>Key Indicator- 2.6 Student Performance and Learning Outcome</b>		
<b>2.6.2. Attainment of programme outcomes and course outcomes are evaluated by the institution</b>		
<b>Sr. No.</b>	<b>List of Documents</b>	<b>Page No.</b>
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**Ahmednagar Jilha Maratha Vidya Prasarak Samaj's**  
**INSTITUTE OF HOTEL MANAGEMENT AND CATERING**  
**TECHNOLOGY, AHMEDNAGAR**  
**Academic Calendar: 2022-23**

<b>TERM - FIRST</b>		
<b>Month</b>	<b>Week</b>	<b>Programmes/ Activities</b>
July 2022	I	Admission Process for F.Y. B.Sc. H.S.
	II	
	III	
	IV	<ul style="list-style-type: none"> <li>• Commencement of Term for FY B.Sc. H.S.</li> <li>• Orientation Program</li> </ul>
August 2022	I	<ul style="list-style-type: none"> <li>• Orientation Program</li> </ul>
	III	Tree Plantation
	IV	Parents Meet Sadbhavana Din
September 2022	II	Commencement of class <ul style="list-style-type: none"> <li>• SY B.Sc. H.S.</li> <li>• T.Y. B.Sc. H.S.</li> <li>• Final year BHMCT</li> </ul> Housekeeping Week
	III	<ul style="list-style-type: none"> <li>• Fresher's Party</li> </ul>
	IV	<ul style="list-style-type: none"> <li>• Tourism Day</li> </ul>
	I	<ul style="list-style-type: none"> <li>• Swachha Bharat Abhiyan</li> </ul>
October 2022	II	<ul style="list-style-type: none"> <li>• Bread Day</li> <li>• Wachan Prerana Diwas</li> </ul>
	III	Unit Test- I
		<ul style="list-style-type: none"> <li>• Final year BHMCT</li> <li>• FY, SY and TY B.Sc. H.S.</li> </ul>
	IV	Chef Day Diwali Gift Distribution Diwali Vacation Ekta Diwas
	November 2022	I
II		Laundry Visit
III		Flower Arrangement Workshop on bakery
		Career guidance workshop
IV		Theme Dinner
December 2022	II	University Practical Examination - B.Sc. H.S. and BHMCT
	III	University Theory Examination - B.Sc. H.S. and BHMCT
	IV	University Theory Examination - B.Sc. H.S. and BHMCT Midterm vacation - B.Sc. H.S. and BHMCT






<b>TERM - SECOND</b>		
<b>January 2023</b>	II	Commencement of classes - B.Sc. H.S. and BHMCT
	III	Sports Week
		Flag Day Collection
	IV	Industrial Visit
		Winery Visit
Blood Donation		
<b>February 2023</b>	I	Theme Dinner BHMCT
	II	Unit Test I • BHMCT and B.Sc. H.S.
	III	Food Festival
<b>March 2023</b>	I	Seminar on Overseas education and Placements
	II	Unit Test II • BHMCT and B.Sc. H.S.
	IV	Farewell Party
<b>April 2023</b>	I	University Theory Examination FY. and TY B.Sc. H.S.
	III	University Practical Examination FY and TY B.Sc. H.S. BHMCT University Practical Examination
	IV	B.Sc. H.S. and BHMCT University Theory Examination
<b>May 2023</b>	I	B.Sc. H.S. and BHMCT University Theory Examination
	III	Summer Vacation

  
**Academic Co-ordinator**



  
**Principal**  
I/c. Principal  
Institute of  
Hotel Management & Catering Technology  
Lal Taki Road, AHMEDNAGAR-414 001

Ahmednagar Jilha Maratha Vidya Prasarak Samaj  
**INSTITUTE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY**  
**AHMEDNAGAR**

**NOTICE FOR INTERNAL ASSESSMENT**

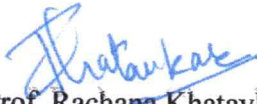
All the students are hereby informed that, the tentative schedule for Internal Assessment of Term – I of A.Y. 2022-2023, has been finalized as below; students should note that the internal marks will be awarded on the basis of the performance in the Internal Examination.

**Schedule of Internal and Practical examination**

<b>Sr.no</b>	<b>Examination</b>	<b>Date</b>
01	Unit Test – I	17 <sup>th</sup> October 2022 and 19 <sup>th</sup> October 2022
02	Unit Test – II	5 <sup>th</sup> December 2022 -6 <sup>th</sup> December 2022
03	University Practical Examination	19 <sup>th</sup> December 2022- 24 <sup>th</sup> December 2022
04	University Theory Examination	2 <sup>nd</sup> Week of January onwards


Note –

- [A] Minimum of 75% attendance is mandatory
- [b] Attendance and satisfactory performance for all internal examination is essential.
- [c] Submission of completed journals, assignments, tutorials is compulsory.

  
Prof. Rachana Khatavkar

Internal Exam Coordinator



  
Prof. Yogita Sadre

I/c. Principal  
Principal of  
Hotel Management & Catering Technology  
Lal Taki Road, AHMEDNAGAR-414 001



# SAVITRIBAI PHULE PUNE UNIVERSITY

(Formerly University of Pune)



EXAMINATION CIRCULAR NO.11 OF. 2022

FIRST YEAR B.Sc. (Hospitality Studies)(B.Sc.HS.)(PAT.2019)

**Examination of Oct/Nov/Dec 2022**

(Under Faculty of SCIENCE AND TECHNOLOGY : A)SCIENCE)

## INSTRUCTIONS FOR CANDIDATES

- Candidates are required to be present at the examination centre, THIRTY MINUTES before the stipulated time.
- Candidates are forbidden from taking any material into the examination hall that can be treated as a malpractice.
- Candidates are requested to see the Notice Board at their center of examination regularly for changes if any that may be notified later in the program.
- No request shall be granted for change in time or date for the University Examination on any ground.
- Candidates are requested to note the Day, Date and Time of Paper.
- Candidates are permitted to use stencils at the time of examination.
- The exchanges of side-rules, drawing instruments of other materials used in the examination hall is not permitted at the time of examination. Candidates must bring their own instruments and will not be allowed to borrow from each other under any circumstances.
- Use of non-programmable battery operated electronic pocket size Calculator is allowed. The exchange of Calculators is not allowed. Electronics Devices including mobile are not allowed at the time of examination.
- The written examination will be conducted in the following order.



**SEMESTER - II**

Time:-10.00 AM To 01.00 PM

Day & Date	Paper Code	Subject
Monday 16-01-2023	HS 201	FOOD PRODUCTION – II
Tuesday 17-01-2023	HS 202	FOOD & BEVERAGE SERVICE - II
Wednesday 18-01-2023	HS 203	HOUSEKEEPING OPERATIONS – II
Thursday 19-01-2023	HS 204	FRONT OFFICE OPERATIONS – II
Friday 20-01-2023	HS 209	FRENCH

Time:-10.00 AM To 12.00 PM

**SEMESTER - I**

Time:-10.00 AM To 01.00 PM

Day & Date	Paper Code	Subject
Tuesday 24-01-2023	HS101	FOOD PRODUCTION - I
Wednesday 25-01-2023	HS102	FOOD & BEVERAGE SERVICE - I
Friday 27-01-2023	HS103	HOUSEKEEPING OPERATIONS - I
Saturday 28-01-2023	HS104	FRONT OFFICE OPERATIONS – I
Monday 30-01-2023	HS109	DEVELOPMENT OF GENERIC SKILLS

Time:-10.00 AM To 12.00 PM

NOTE: -

1. The Backlog Students of B.Sc. Hospitality Studies 2016 pattern will have to appear for equivalence subject of 2019 pattern.

Ganeshkhind, Pune - 411 007

**Ref.No/XCT:12**

**Date:04/01/2023**

**Director**  
**Board of Examinations And Evaluation**





# SAVITRIBAI PHULE PUNE UNIVERSITY (Formerly University of Pune)



EXAMINATION CIRCULAR NO.238 OF. 2022

Second Year B.Sc. (Hospitality Studies)(B.Sc.HS.)(PAT.2019)

**Examination of Oct/Nov/Dec 2022**

**(Under Faculty of SCIENCE AND TECHNOLOGY : A)SCIENCE)**

## INSTRUCTIONS FOR CANDIDATES

- Candidates are required to be present at the examination centre, THIRTY MINUTES before the stipulated time.
- Candidates are forbidden from taking any material into the examination hall that can be treated as a malpractice.
- Candidates are requested to see the Notice Board at their center of examination regularly for changes if any that may be notified later in the program.
- No request shall be granted for change in time or date for the University Examination on any ground.
- Candidates are requested to note the Day, Date and Time of Paper.
- Candidates are permitted to use stencils at the time of examination.
- The exchanges of side-rules, drawing instruments of other materials used in the examination hall is not permitted at the time of examination. Candidates must bring their own instruments and will not be allowed to borrow from each other under any circumstances.
- Use of non-programmable battery operated electronic pocket size Calculator is allowed. The exchange of Calculators is not allowed. Electronics Devices including mobile are not allowed at the time of examination.
- The written examination will be conducted in the following order.



SEMESTER - III

Time:-10.00 AM To 01.00 PM

Day & Date	Paper Code	Subject
Tuesday 10-01-2023	HS 301	FOOD PRODUCIOTN - III
Wednesday 11-01-2023	HS 302	FOOD & BEVERAGE SERVICE - III
Thursday 12-01-2023	HS 303	ACCOMODATION OPERATIONS - I
Friday 13-01-2023	HS 308	COMMUNICATION SKILLS - I

Time:-10.00 AM To 12.00 PM

NOTE: -

1. The Backlog Students of S.Y.B.Sc.(Hospitality Studies) 2016 pattern will have to appear for equivalence subject of 2019 pattern.

2. Sem IV consist of Internship only.

Ganeshkhind, Pune - 411 007

Ref.No/XCT:726

Date:16/12/2022

Director

Board of Examinations And Evaluation

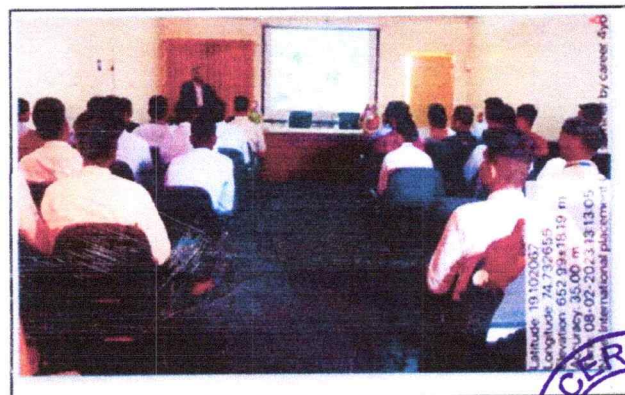




### REPORT OF THE EVENT / ACTIVITY

<b>Activity / Event:</b>	<b>International Placement in USA by Career4You</b>
<b>Day and Date:</b>	Wednesday, 08 <sup>th</sup> February 2023
<b>Venue / Place:</b>	Seminar Hall, IHMCT Ahmednagar
<b>Mode of Conduct:</b>	Offline
<b>No. of Participant</b>	Students – 33, Faculty - 2 Total = 35
<b>Purpose:</b>	<ul style="list-style-type: none"> <li>➤ To provide information on various internship/job employment opprotunities available overseas to the interested students</li> <li>➤ To know the procedures for preparations to be done.</li> <li>➤ To complete the formalities of documentation and all other essentials in time</li> <li>➤ To deal with various problems like funds, bank loans, visa denials or any other.</li> </ul>
<b>Outcome</b>	<ul style="list-style-type: none"> <li>➤ Offering Students an insight into the 'USA of Work' and allows to get a International exposure</li> <li>➤ Adds valuable work experience to students resume which help them in future career.</li> <li>➤ Provides the opportunity to work with a more diverse group of people</li> <li>➤ Develops your skills further in many areas like - Hotel Operations,time management, communication, working in a team</li> </ul>

#### Photos of the Activity





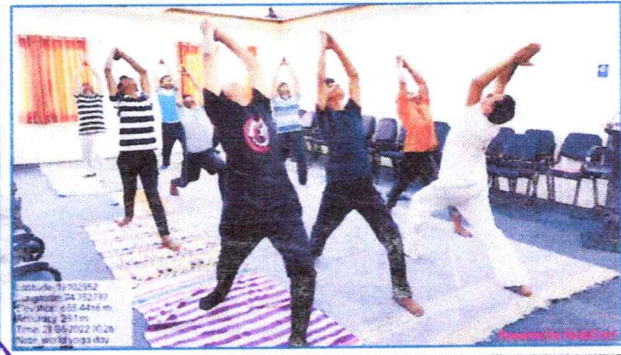
## INTERNATIONAL YOGA DAY 2022

<b>Activity / Event:</b>	<b>International Yoga Day 2022</b>
<b>Day and Date:</b>	Tuesday, 21 <sup>st</sup> June 2022
<b>Time:</b>	7:30 am
<b>Venue / Place:</b>	Seminar Hall, IHMCT Ahmednagar
<b>No. of Participant</b>	Students:- 05    Teaching Staff:- 05 <b>Total:- 10</b>
<b>About the event:</b>	<ul style="list-style-type: none"> <li>- 21<sup>st</sup> June is celebrated as 'International Yoga Day' in world.</li> <li>- As directed by UGC, SPPU and various authorities the same is celebrated in the institute.</li> <li>- Yog Guru Dr. Kathar G.S. demonstrated some yogasanas to the participants in the event.</li> <li>- All have practiced them and learnt the yogasanas.</li> </ul>

### Photos of the Activity Felicitation of Yog-Guru Dr. Kathar G.S.



### Faculty and students performing yogas with yog guru Dr. Kathar





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<b>Activity / Event:</b>	<b>Orientation Programme</b>
<b>Day and Date:</b>	Wednesday, 25/07/2022 to Wednesday, 01/08/2022
<b>Venue / Place:</b>	Seminar Hall
<b>Mode of Conduct:</b>	Presentation
<b>No. of Participant</b>	38
<b>Purpose:</b>	To familiarize newly joined students with the Industry as well as the Institute
<b>Outcome:</b>	<ul style="list-style-type: none"> <li>➤ Students got acquainted with the career opportunities available in the hospitality industry.</li> <li>➤ Students saw the various facilities available in the institute.</li> <li>➤ Students got acquainted with the operations of the Institute.</li> </ul>





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**Sadbhavana Diwas 2022**

<b>Activity / Event:</b>	<b>Sadbhavana Diwas 2022</b>
<b>Day and Date:</b>	Saturday, 20 <sup>th</sup> August 2022
<b>Venue / Place:</b>	Porch Area, IHMCT, Ahmednagar
<b>No. of Participants:</b>	Students:- 37 Faculty:- 06 <b>Total = 43</b>
<b>Purpose:</b>	<ul style="list-style-type: none"> <li>- 78th Birth Anniversary of Late Prime Minister of India Mr. Rajiv Gandhi</li> <li>- This day is observed as 'Sadbhavana Diwas' or 'Harmony Day' with an objective to encourage national integration, peace, affection, and communal harmony among the Indian people of all religions.</li> <li>- Sadbhavana diwas pledge taken by all the participants</li> </ul>

**\* SNAPSHOTS \***



**Faculty and students taken Pledge**



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<b>Activity / Event:</b>	<b>Laundry Visit</b>
<b>Day and Date:</b>	Friday, 25/11/2022
<b>Venue / Place:</b>	Gajraj Laundry, Bistabaug, Ahmednagar- 414003
<b>Mode of Conduct:</b>	Onsite Visit
<b>No. of Participant</b>	<b>66</b>
<b>Purpose:</b>	To understand the commercial laundry operations.
<b>Outcome:</b>	<ul style="list-style-type: none"> <li>➤ Students got acquainted with the various laundry operations like washing and Dry cleaning</li> <li>➤ Students observed the various equipments used in a commercial laundry.</li> </ul>





### REPORT OF THE EVENT / ACTIVITY

<b>Activity / Event:</b>	<b>Industrial Hotel Visit</b>
<b>Day and Date:</b>	Tuesday, 21 <sup>st</sup> February 2023
<b>Venue / Place:</b>	Hotel Westin Pune Radisson Blue Pune Mad Over Donuts, Phoenix Market city Mall, Pune
<b>Mode of Conduct:</b>	On site visit
<b>No. of Participant</b>	47
<b>Purpose:</b>	<ul style="list-style-type: none"> <li>- As an requirement of Industrial Visit for the students of First year B.Sc.HS program</li> <li>- As a part of curriculum, it is necessary that students shall have induction visit to a hotel, QSR Restaurant etc.</li> <li>- The visit helped the students to understand the basic operations of the hotel industry, QSR Restaurant.</li> <li>- It provides insight into the real working environment of industry, grooming standards, communication skill, and work culture of an area.</li> </ul>
<b>Outcome</b>	Students learning's: <ul style="list-style-type: none"> <li>- Knowledge of areas in hotel as restaurant, bar, guest rooms, public area</li> <li>- Department functions and setup</li> <li>- Basic work environment, Hotel Standards, Communication skills</li> <li>- Knowledge of QSR Restaurant operations</li> </ul>

#### Photos of the Activity







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<b>Name of Activity</b>	<b>A Workshop on Chocolate Art Display</b>
<b>Year</b>	<b>8th May, 2023</b>
<b>Venue</b>	<b>The Aroma Training Restaurant IHMCT Ahmednagar</b>
<b>No. of participants</b>	<b>Students: 26</b>
<b>Faculty In-Charge</b>	<b>Prof. V.U. Maniyar</b>
<b>Purpose of Event</b>	<ul style="list-style-type: none"><li>• To learn the Chocolate Art Display</li><li>• To get hands on training of Chocolate Art</li></ul>
<b>Outcome</b>	<ul style="list-style-type: none"><li>• Students learnt the Chocolate melting and tempering</li><li>• Students observed the Assembling of Chocolate art display</li></ul>





### BLOOD DONATION CAMP 2023

<b>Activity / Event:</b>	<b>Blood Donation Camp 2023</b>
<b>Day and Date:</b>	Wednesday, 19 <sup>th</sup> April 2023
<b>Time:</b>	10:00 am
<b>Venue / Place:</b>	Aroma Training Restaurant, IHMCT Ahmednagar
<b>No. of Blood Donors:</b>	Students:- 46 <b>Total:- 46</b>
<b>About the event:</b>	<ul style="list-style-type: none"> <li>• As a part of institute's best practice over the years, blood donation camp was organized</li> <li>• Students of the institute have voluntarily donated blood</li> <li>• This creates a sense of social responsibility among the students</li> <li>• More than 25 students were the first time donors in the camp</li> <li>• This helps to create new donors in the population and increases the number</li> </ul>

#### Photos of the Activity Blood Donation Camp at the institute Voluntary Donation by the Students



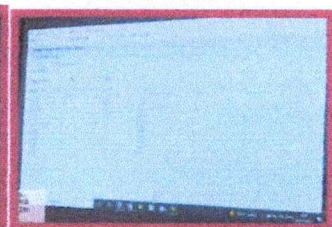
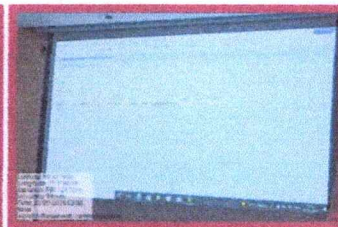
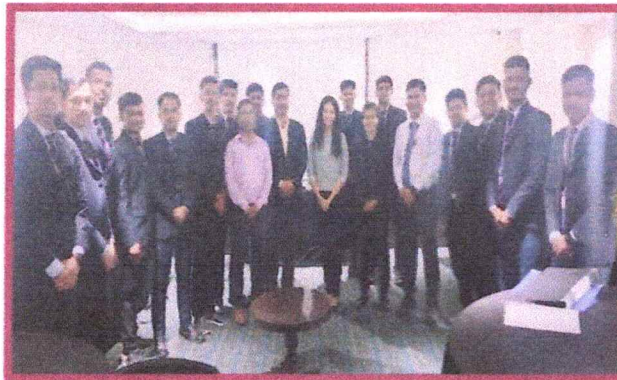




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<b>Name of Activity</b>	<b>Hotel (Kitchen) Software Visit</b>
<b>Year</b>	2022-23
<b>Venue</b>	<b>Lemon Tree Premier</b>
<b>No. of Students &amp; Faculty members</b>	15 Students and 1 Faculty
<b>Faculty In-Charge</b>	Prof. V.U. Maniyar
<b>Purpose of Event</b>	<ul style="list-style-type: none"><li>• To educating students about Software used in Kitchen</li><li>• To instruct students for smooth functioning of Hotel</li></ul>
<b>Outcome</b>	<ul style="list-style-type: none"><li>• Students understood the use of Kitchen Software.</li><li>• Made aware students day to day process of Hotel Operation.</li></ul>







### TRAINING/INTERNSHIP PLACEMENT PLAN

#### SECTION 1: ADDITIONAL EXCHANGE VISITOR INFORMATION

Trainee/Intern Name (Surname/Primary, Given Name(s) (must match passport name)) Aswar Ninad Satish		E-mail Address ninadaswar@gmail.com
Program Sponsor GlobalEducational Concepts, Inc.		Program Category Intern
Occupational Category Hospitality and Tourism	Current Field of Study/Profession Hotel Management & Catering	Experience in Field (number of years) 0
Type of Degree or Certificate Bachelor's Degree	Date Awarded (mm-dd-yyyy) or Expected 06-15-2023	Training/Internship Dates (mm-dd-yyyy) From 09-11-2023 To 09-09-2024

#### SECTION 2: COMPENSATION


Organization Name Omni Fort Worth Hotel		Address 1300 Houston St		Suite
City Fort Worth	State Texas	Zip Code 76102-6556	Website URL www.omnihotels.com/hotels/fort-worth	
Employer ID Number (EIN) 86-1116756	Exchange Visitor Hours Per Week 35	Compensation Stipend Yes	If Yes, how much? \$15.00 per Hour	
Worker's Compensation Policy Yes	If so, Name of Carrier Old Republic Union Insurance Company	Does your Worker's Compensation Policy cover exchange visitors? Yes		
Number of FT Employees Onsite at Location 340	Annual Revenue \$25 million or More			

#### SECTION 3: CERTIFICATIONS

**Trainee/Intern - I certify that:**

- I have reviewed, understand, and will follow this Training/Internship Placement Plan (T/IPP);
- I am entering into this Exchange Visitor Program in order to participate as a Trainee or Intern as delineated in this T/IPP and not simply to engage in labor or work within the United States.
- I understand that the intent of the Exchange Visitor Program is to allow me to enhance my skills and gain exposure to U.S. culture and business in a way that will be useful to me when I return home upon completion of my program.
- I understand that my internship/training will take place only at the organization listed on this T/IPP and that working at another organization while on the Exchange Visitor Program is prohibited.
- I will contact the Sponsor at the earliest available opportunity regarding any concerns, changes in, or deviations from this T/IPP.
- I will respond in a timely way to all inquiries and monitoring activities of my sponsor.
- I will follow all of my sponsor's guidelines required for my participation in my program.
- I will contact the U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA) at the earliest possible opportunity if I believe that my sponsor or supervisor (as set forth on page 3, section 4), is not providing me with a legitimate internship or training, as delineated on my T/IPP; and
- I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. The law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any document in the submission of this form.

Printed Name of Trainee/Intern Ninad Satish Aswar Date (mm-dd-yyyy) \_\_\_\_\_

Signature of Trainee/Intern 





**Sponsor -**

1. I have reviewed, understand, and will ensure that the Supervisor (as set forth on page 3, section 4) follows his Training/Internship Placement Plan (T/IPP) regarding the Trainee or Intern listed above;
2. I will notify the designated U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA) at the earliest available opportunity regarding any concerns about, changes in, or deviations from this Training/Internship Placement Plan (T/IPP), including, but not limited to, changes of Supervisor or host organization;
3. I will adhere to all applicable regulatory provisions that govern this program (see 22 CFR Part 62), including, but are not limited to, the following:

- a. I will ensure that the Trainee or Intern named in this T/IPP receives continuous on-site supervision and mentoring by experienced and knowledgeable staff.
- b. I have confirmed with the Supervisor or host organization representative that sufficient resources, plant, equipment, and trained personnel will be available to provide the specified training or internship program set forth in this T/IPP;
- c. I will ensure that the Trainee or Intern named in this T/IPP obtains skills, knowledge, and competencies through structured and guided activities such as classroom training, seminars, rotation through several departments, on-the-job training, attendance at conferences, and similar learning activities, as appropriate in specific circumstances;
- d. I will ensure that the Trainee or Intern named in this T/IPP does not displace full-or part-time temporary or permanent American workers or serve to fill a labor needed and ensure that the position that the Trainee or Intern fills exists primarily to assist the Trainee or Intern in achieving the objectives of his or her participation in this training or internship program;
- e. I certify that this training or internship meets all of the requirements of the Fair Labor Standards Act, as amended (29 U.S.C.201 et seq.). I also certify that training or internships in the field of agriculture meet all requirements of the Migrant and Seasonal Worker Protection Act, as amended (29 U.S.C. 1801 et seq.)
- f. I will notify the Department of State if I receive information regarding a serious problem or controversy involving the Trainee or Intern named in this T/IPP that could be expected to bring the Department of State, the Exchange Visitor Program, or the Sponsor's exchange visitor program into notoriety or disrepute; and
- g. I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. The law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

Signature of Responsible Officer or Alternate Responsible Officer

Printed Name of Responsible Officer or Alternate Responsible Officer

Date (mm-dd-yyyy)

Name of Sponsor Organization

Global Educational Concepts, Inc.

Program Number P-4-10594

**SECTION 4 TRAINING/INTERNSHIP PLACEMENT PLAN**

Each Training/Internship Placement Plan should cover a definite period of time and should consist of definite phases of training or tasks performed with a specific objective for each phase. The plan must also contain information on how the trainees/interns will accomplish those objectives (e.g. classes, individual instruction, shadowing). Each phase must build upon the previous phase to show a progression in the training/internship. A separate copy of pages 3 and 4 must be completed for each phase if applicable (e.g; if the trainee/intern is rotating through different departments).

Surname/Primary, Given Name(s) (must match passport name) Aswar, Ninad Satish	The Exchange Visitor is: Intern
Program Sponsor Global Educational Concepts, Inc.	Program Number P-4-10594
Main Program Supervisor/POC at Host Organization Naveesh Laul Title Executive Chef	Supervisor Contact Information Phone 817-535-6664 Fax Email naveesh.laul@omnihotels.com

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**PHASE INFORMATION**

<b>Phase Site Name</b> Omni Fort Worth Hotel	<b>Training/Internship Field</b> Culinary	<b>Phase Site Address</b> 1300 Houston St Fort Worth, TX 76102-6556
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<b>Phase Name</b> INTRODUCTION TO AMERICAN CUISINE AND TERMINOLOGY	<b>Start Date (mm-dd-yyyy) of Phase</b> 09/11/2023	<b>End Date (mm-dd-yyyy) of Phase</b> 11/09/2023	<b>Phase</b> 1 of 4
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<b>Primary Phase Supervisor</b> Naveesh Laul	<b>Supervisor Title</b> Executive Chef
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<b>Email</b> naveesh.laul@omnihotels.com	<b>Phone Number</b> 817-350-4094
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**Description of Trainee/Intern's role for this program or phase**

The participant will be assigned training under the Executive Chef Naveesh Laul and Executive Sous Chef Chandrasekhar Sudershan for the purpose of developing skillset and working knowledge in American cuisine focusing on southern comfort / soul food. they will learn basic culinary terms, cooking techniques and various safety norms of American Food Safety and Hygiene standards. The participant will receive training on how southern American food is different from the foods from rest of country and learn the proper preparation and presentation standards of food items from the menu. The development of these skills will be crucial for their advanced learning and will prepare them for high volume kitchens of the hotel as intern / entry level cook.

**Specific goals and objectives for this program or phase**

During this rotation, the participant will have an opportunity to experience training and work-based learning opportunities, that will build upon the intern's previous formal education. The focus of this learning would be to have clear understanding of relevant policies, procedures, and techniques which are critically important to the participant's future culinary arts success. This phase introduces them to various kitchen terminology / jargons, basics of American cooking that will help be prepared for success in their future phases. Specific objectives will be for the participant to learn new and advance skills within a large hotel environment in the area of creating buffets for breakfast/lunch/dinner, and work high volume ala carte kitchens .Each of these skills require advance hands on training outside of a formal classroom education, by an experience chef to develop the required skills to be successful in culinary arts. Participant will be doing a lot of preparations from scratch and be adept at new American cooking techniques like Pit barbeques, Grilling, smoking, curing, pickling etc

**Please list the names and titles of those who will provide continuous (for example, daily) supervision of the Trainee/Intern, including the primary supervisor. What are these person's qualifications to teach the planned learning?**

- The Exchange visitor will be in direct daily contact and under supervision with one of the following chefs:
- 1) Naveesh Laul, Executive Chef at Omni Fort Worth Hotel  
Executive chef at Omni Fort Worth Hotel, bringing over 16 years of culinary expertise panning top Avant Garde Modern European Restaurants to handling presidential delegations across continents. Recognized for achieving perfect synchronization of tradition and modernity yet adept at conveying complex menu concepts in simple yet compelling manner focused on revival of heritage fine cooking.
  - 2) Chandrasekhar Sudershan – Executive Sous Chef at Omni Fort Worth Hotel,  
With around 15 years of culinary experience, chef Chandrasekar brings with him experience of working with some of the best hotels and restaurants in India as well as Canada before joining Omni Fort Worth Hotel as Executive Sous Chef in April 2022.
  - 3) DJ Eusebio – Restaurant Chef de cuisine

Brining over 18 years of culinary experience, DJ Eusebio was born and raised in Manila, Philippines and moved to the U.S. and started out as the Sushi Chef for a restaurant in Newport Beach, CA. From there, he catapulted his culinary career in working for multiple resorts and country clubs in California. Most recently, DJ was the Chef de Cuisine at Terranea Resort before joining the Omni Fort Worth family.

This brings additional advance skills and expertise to this training program.

**What plans are in place for the Trainee/Intern to participate in cultural activities while in the United States?**





We appreciate the importance of each participant increasing their understanding of American culture and society. To ensure the participant gets a better understanding of America its culture and its people we have planed the following events. The participants will attend the famous Fort Worth Cattle Drive which is held twice daily and is one of the American events that is known about Fort Worth throughout the world this will give them a firsthand experience of American cowboy culture and tradition. Interns will be invited to attend Host hotel Omni's charity events that are held throughout the year. And, will be actively involved and witness the American holiday traditions through various holiday celebrations and brunches. Realizing that it is equality important to enhance Americans knowledge of foreign cultures the interns will also participate in special dinners with the American host Omni employees. Of course, there will be concerts and a chance to attend the symphony will also be provided throughout the year.

Following is the list of fun activities which they will be able to experience:

- 1) Fort Worth cultural district and museum drive
- 2) Fort Worth cattle drive and Rodeo
- 3) Visit to Stockyards National Historic district
- 4) Visit to main street arts festival
- 5) 4th of July celebration and fireworks at panther island
- 6) Fort Worth zoo / botanical garden visit
- 7) Thanksgiving brunch
- 8) Brunch with Santa (Christmas celebrations)
- 9) Easter Brunch
- 10) Visit to Water gardens and Sundance square
- 11) Live Western Country Music concerts like Cowtown unplugged
- 12) Fort worth Stock Show
- 13) All Western Cowboy Parade

**What specific knowledge, skills, or techniques will be learned?**

Pertaining to this phase, the participant will learn absorb the Basics of America's southern culture and cuisine and develop advanced knife skills, learn standard operating procedures, Modern American presentations, and recipes cooking techniques like BBQ and smoking will play a vital role in their training. they will not only learn American flair but also learn about Season of Italy which is Omni's quarterly food promotion for 2020.

- In depth knowledge of American banquet, ala carte and holiday gala menus
- US standards for food safety and Fort Worth city code
- Banquet Event Orders and how to read them
- Training on how to read and understand prep list, and various culinary terminology.
- Advanced training on work organization and timing
- American culinary terminology and techniques
- Understanding American food habits and dietary trends like Keto, paleo, Kosher etc

**How specifically will these knowledge, skills, or techniques be taught? Include specific tasks and activities (Interns) and/ or methodology of training and chronology/syllabus (Trainees)**

Through shadowing colleagues and direct mentoring of American techniques through work-based learning activities, the participant will develop skills and knowledge for proficiency in the American food, cuisine and culture. These enhanced skills and expertise will give the applicant an opportunity to grow in the culinary arts field by having a chance through to gain hands on experience by work-based learning of the academic field of culinary arts. As the participants rotate through each of the planned activities in this section, they will receive structured and guided hands on training from the American talent that will greatly enhance their skills, apart from this they will get one on one feedbacks and monthly classroom trainings as a part of Omni's continual training program. They would also be given a Culinary Training Manual specially formulated for them which has all the theoretical inputs required during the tenure of the program for their self-learning

**How will the Trainee/Intern's acquisition of new skills and competencies be measured?**

The participant's supervisors have a syllabus that list of objectives of the training, they will make a dated notation of completed skills as the participant completes each training activity. The participant receives constant verbal review and interactions with supervisors at each of these assigned stations. The supervisor monitors the participant during each rotation to verify that the participant has an advanced understanding of the phase objectives. They will get a 90-day, midterm and year end evaluation to monitor their performance throughout the program.

**Additional Phase Remarks (optional)**

This is an introductory phase, to make the students acclimatized with the different work environment and help them adjust and develop to be ready for the next phases.

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**Phase Supervisor - I certify that:**

1. I have reviewed, understand, and will follow this Training/Internship Placement Plan (T/IPP);
2. I will contact the Sponsor at the earliest possible opportunity if I believe that the Trainee or Intern is not receiving the type of training delineated on this T/IPP;
3. I will actively support the Sponsor by adhering to all applicable regulatory provisions that govern this program (see 22 CFR Part 62);
4. The Trainee or Intern named in this T/IPP will not displace full-or part-time, seasonal or permanent American workers, or serve to fill a labor need;
5. I will conduct the required periodic evaluations of the Trainee or Intern named in this T/IPP;
6. I will notify the designated Sponsor contact at the earliest available opportunity regarding any concerns about, changes in, or deviations from this T/IPP.
7. I will notify the Sponsor in the event of an emergency involving the Trainee or Intern named in this T/IPP, as well as any information that I receive about the Trainee or Intern that might have an effect on that exchange visitor's health, safety, or welfare;
8. I will notify the Sponsor if I receive information regarding a serious problem or controversy involving the Trainee or Intern named in this T/IPP that could be expected to bring the Department of State, the Exchange Visitor Program, or the Sponsor's exchange visitor program into notoriety or disrepute;
9. I am participating in this Exchange Visitor Program in order to provide the Trainee or Intern named in this T/IPP with training or an internship as delineated in this T/IPP;
10. I certify that this training or internship meets all the requirements of the Fair Labor Standards Act, as amended (29 U.S.C. 201 et seq.) I also certify that training or internships in the field of agriculture meet all requirements of the Migrant and Seasonal Worker Protection Act, as amended (29 U.S.C. 1801 et seq.).
11. I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. The law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

Signature of Supervisor <input checked="" type="checkbox"/>	
Printed Name of Supervisor	Naveesh Laul
Date (mm-dd-yyyy)	
Phase Site Name	Training/Internship Field
Omni Fort Worth Hotel	Culinary
Phase Site Address	
1300 Houston St Fort Worth, TX 76102-6556	
Phase Name	Start Date (mm-dd-yyyy) of Phase
BANQUET / BULK PRODUCTION – GARDE MANGER – COLD FOOD	11/10/2023
End Date (mm-dd-yyyy) of Phase	Phase
02/08/2024	2 of 4
Primary Phase Supervisor	Supervisor Title
Naveesh Laul	Executive Chef
Email	Phone Number
naveesh.laul@omnihotels.com	817-350-4094

**Description of Trainee/Intern's role for this program or phase**

The participant will be assigned training under the Executive Chef Naveesh Laul and Executive Sous Chef Chandrasekhar Sudershan for the purpose of developing skillset and working knowledge in cold kitchen operation. The participant will receive training on the proper timing and standards for presentation and preparation of cold food items as per the requirements of banquet event orders.

**Specific goals and objectives for this program or phase**

During this Banquet Kitchen-Cold Food Garde Manager rotation, the participant will have an opportunity to experience training and work-based learning opportunities, that will build upon the intern's previous formal education. The goal of learning the relevant policies, procedures, and techniques is critically important to the participant's future culinary arts success. Specific objectives will be for the participant to learn new and advance skills within a large resort environment in the area of creating a cold buffet for breakfast/lunch/dinner, fruit display, salad and cold appetizer action station, condiments, plated salad, cold hors d'oeuvre, cheese tray, vinaigrette recipes, cold AM and PM break. Each of these skills require advance training outside of a formal classroom education, by an experience chef to develop the required skills to be successful in culinary arts.

**Please list the names and titles of those who will provide continuous (for example, daily) supervision of the Trainee/Intern, including the primary supervisor. What are these person's qualifications to teach the planned learning?**





Sponsor -

1. I have reviewed, understand, and will ensure that the Supervisor (as set forth on page 3, section 4) follows his Training/Internship Placement Plan (T/IPP) regarding the Trainee or Intern listed above;
2. I will notify the designated U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA) at the earliest available opportunity regarding any concerns about, changes in, or deviations from this Training/Internship Placement Plan (T/IPP), including, but not limited to, changes of Supervisor or host organization;
3. I will adhere to all applicable regulatory provisions that govern this program (see 22 CFR Part 62), including, but are not limited to, the following:
  - a. I will ensure that the Trainee or Intern named in this T/IPP receives continuous on-site supervision and mentoring by experienced and knowledgeable staff.
  - b. I have confirmed with the Supervisor or host organization representative that sufficient resources, plant, equipment, and trained personnel will be available to provide the specified training or internship program set forth in this T/IPP;
  - c. I will ensure that the Trainee or Intern named in this T/IPP obtains skills, knowledge, and competencies through structured and guided activities such as classroom training, seminars, rotation through several departments, on-the-job training, attendance at conferences, and similar learning activities, as appropriate in specific circumstances;
  - d. I will ensure that the Trainee or Intern named in this T/IPP does not displace full-or part-time temporary or permanent American workers or serve to fill a labor needed and ensure that the position that the Trainee or Intern fills exists primarily to assist the Trainee or Intern in achieving the objectives of his or her participation in this training or internship program;
  - e. I certify that this training or internship meets all of the requirements of the Fair Labor Standards Act, as amended (29 U.S.C.201 et seq.). I also certify that training or internships in the field of agriculture meet all requirements of the Migrant and Seasonal Worker Protection Act, as amended (29 U.S.C. 1801 et seq.)
  - f. I will notify the Department of State if I receive information regarding a serious problem or controversy involving the Trainee or Intern named in this T/IPP that could be expected to bring the Department of State, the Exchange Visitor Program, or the Sponsor's exchange visitor program into notoriety or disrepute; and
  - g. I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. The law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

Signature of Responsible Officer or Alternate Responsible Officer

Printed Name of Responsible Officer or Alternate Responsible Officer

Date (mm-dd-yyyy)

Name of Sponsor Organization

Global Educational Concepts, Inc.

Program Number P-4-10594

**SECTION 4: TRAINING/INTERNSHIP PLACEMENT PLAN**

Each Training/Internship Placement Plan should cover a definite period of time and should consist of definite phases of training or tasks performed with a specific objective for each phase. The plan must also contain information on how the trainees/interns will accomplish those objectives (e.g. classes, individual instruction, shadowing). Each phase must build upon the previous phase to show a progression in the training/internship. A separate copy of pages 3 and 4 must be completed for each phase if applicable (e.g; if the trainee/intern is rotating through different departments).

Surname/Primary, Given Name(s) (must match passport name) Aswar, Ninad Satish	The Exchange Visitor is: Intern
Program Sponsor Global Educational Concepts, Inc.	Program Number P-4-10594
Main Program Supervisor/POC at Host Organization Naveesh Laul Title Executive Chef	Supervisor Contact Information Phone 817-535-6664 Fax Email naveesh.laul@omnihotels.com

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The Exchange visitor will be in direct daily contact and under supervision with one of the following chefs:

The Exchange visitor will be in direct daily contact and under supervision with one of the following chefs:

1) Naveesh Laul, Executive Chef at Omni Fort Worth Hotel

Executive chef at Omni Fort Worth Hotel, bringing over 16 years of culinary expertise spanning top Avant Garde Modern European Restaurants to handling presidential delegations across continents. Recognized for achieving perfect synchronization of tradition and modernity yet adept at conveying complex menu concepts in simple yet compelling manner focused on revival of heritage fine cooking.

2) Chandrasekhar Sudershan – Executive Sous Chef at Omni Fort Worth Hotel,

With around 15 years of culinary experience, chef Chandrasekar brings with him experience of working with some of the best hotels and restaurants in India as well as Canada before joining Omni Fort Worth Hotel as Executive Sous Chef in April 2022.

3) DJ Eusebio – Restaurant Chef de cuisine

Bringing over 18 years of culinary experience, DJ Eusebio was born and raised in Manila, Philippines and moved to the U.S. and started out as the Sushi Chef for a restaurant in Newport Beach, CA. From there, he catapulted his culinary career in working for multiple resorts and country clubs in California. Most recently, DJ was the Chef de Cuisine at Terranea Resort before joining the Omni Fort Worth family. This brings additional advanced skills and expertise to this training program.

**What plans are in place for the Trainee/Intern to participate in cultural activities while in the United States?**

We appreciate the importance of each participant increasing their understanding of American culture and society. To ensure the participant gets a better understanding of America its culture and its people we have planned the following events. The participants will attend the famous Fort Worth Cattle Drive which is held twice daily and is one of the American events that is known about Fort Worth throughout the world this will give them a firsthand experience of American cowboy culture and tradition. Interns will be invited to attend Host hotel Omni's charity events that are held throughout the year. And, will be actively involved and witness the American holiday traditions through various holiday celebrations and brunches. Realizing that it is equally important to enhance Americans knowledge of foreign cultures the interns will also participate in special dinners with the American host Omni employees. Of course, there will be concerts and a chance to attend the symphony will also be provided throughout the year.

Following is the list of fun activities which they will be able to experience:

- 1) Fort Worth cultural district and museum drive
- 2) Fort Worth cattle drive and Rodeo
- 3) Visit to Stockyards National Historic district
- 4) Visit to main street arts festival
- 5) 4th of July celebration and fireworks at panther island
- 6) Fort Worth zoo / botanical garden visit
- 7) Thanksgiving brunch
- 8) Brunch with Santa (Christmas celebrations)
- 9) Easter Brunch
- 10) Visit to Water gardens and Sundance square
- 11) Live Western Country Music concerts
- 12) Fort Worth Stock Show
- 13) All Western Cowboy Parade

**What specific knowledge, skills, or techniques will be learned?**

Pertaining to this phase, the participant will learn advanced knife techniques, presentation, and recipes. Advanced training of American culinary arts will be taught to make everything from scratch.

Techniques and training of:

- American cold banquet menus
- standards for Garde Manger in a American hotel
- Banquet event orders and how to read them
- Training on how to read and understand Garde Manger prep list
- Advanced training on Garde Manger organization and timing
- American techniques on how to prep and present fruit display
- American presentation on how to prep and assist for any plated salad
- Training on techniques on how to finish buffet presentation for daily function
- Techniques on how to prep and decorate composed salad
- Prep and understand the basic foods served at pools during summer break in America
- American recipes for dressing/vinaigrette/salsa from scratch
- American techniques and presentations of cold Hors d'Oeuvre

**How specifically will these knowledge, skills, or techniques be taught? Include specific tasks and activities (Interns) and/ or methodology of training and chronology/syllabus (Trainees)**

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Pertaining to the Hot Side Banquet phase, the participant will learn different plating skills for large groups, recipes that will work for banquets and techniques of how to set up the room and table for maximum effectiveness for the clients being served. Each program is different so a lot of customer service will also be gained in this phase.

Additionally, they will gain knowledge in:

- Methodologies on how to read, understand and execute the hot side preparation list
- American banquet standards for hot side presentations are some of the highest in the world. Through training, they will become confident in their ability to meet these American standards.
- Training of the organizational skills needed to handle the timing of successful banquet events can only be learned thru work-based experiences.
- Lastly the American culinary arts style of how to sear meat and fish correctly, create sauces and deserts from scratch is very different than other parts of the world. The participants will be well trained on the American of preparing the foods and presenting it at banquets.

**How specifically will these knowledge, skills, or techniques be taught? Include specific tasks and activities (Interns) and/ or methodology of training and chronology/syllabus (Trainees)**

The participant will be trained by supervisors who understand the standards and policies. Through constant training by the American professional chefs and direct mentoring during assigned work-based learning activities, the participant will develop skills and knowledge for proficiency in the banquets hot kitchens. The participant will rotate through all of the positions at the hot side operations to learn the skills for this phase.

**How will the Trainee/Intern's acquisition of new skills and competencies be measured?**

The participant's supervisors have a syllabus that list of objectives of the training, they will make a dated notation of completed skills as the participant completes each training activity. The participant receives constant verbal review and interactions with supervisors at each of these assigned stations. The supervisor monitors the participant during each rotation to verify that the participant has an advanced understanding of the phase objectives. They will get a 90-day, midterm and year end evaluation to monitor their performance throughout the program.

**Additional Phase Remarks (optional)**

N/A

**Phase Supervisor - I certify that:**

1. I have reviewed, understand, and will follow this Training/Internship Placement Plan (T/IPP);
2. I will contact the Sponsor at the earliest possible opportunity if I believe that the Trainee or Intern is not receiving the type of training delineated on this T/IPP;
3. I will actively support the Sponsor by adhering to all applicable regulatory provisions that govern this program (see 22 CFR Part 62);
4. The Trainee or Intern named in this T/IPP will not displace full-or part-time, seasonal or permanent American workers, or serve to fill a labor need;
5. I will conduct the required periodic evaluations of the Trainee or Intern named in this T/IPP;
6. I will notify the designated Sponsor contact at the earliest available opportunity regarding any concerns about, changes in, or deviations from this T/IPP.
7. I will notify the Sponsor in the event of an emergency involving the Trainee or Intern named in this T/IPP, as well as any information that I receive about the Trainee or Intern that might have an effect on that exchange visitor's health, safety, or welfare;
8. I will notify the Sponsor if I receive information regarding a serious problem or controversy involving the Trainee or Intern named in this T/IPP that could be expected to bring the Department of State, the Exchange Visitor Program, or the Sponsor's exchange visitor program into notoriety or disrepute;
9. I am participating in this Exchange Visitor Program in order to provide the Trainee or Intern named in this T/IPP with training or an internship as delineated in this T/IPP;
10. I certify that this training or internship meets all the requirements of the Fair Labor Standards Act, as amended (29 U.S.C. 201 et seq.) I also certify that training or internships in the field of agriculture meet all requirements of the Migrant and Seasonal Worker Protection Act, as amended (29 U.S.C. 1801 et seq.).
11. I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. The law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

Signature of Supervisor

✕

Printed Name of Supervisor

Naveesh Laul

Date (mm-dd-yyyy)

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The participant will be assigned hands on, methodologies training related to the American banquet full service hot items operations. This work-based training will greatly improve and advance the participant's knowledge of American techniques and understanding of culinary operations in respect to hot food in banquets / bulk production.

**Specific goals and objectives for this program or phase**

The goal for the participant during the Banquet - Hot Side rotation will be for the participant to finish this phase knowing how to create an American style hot banquet presentation with the proper, foods, timing, acceptable American plate presentation. The participant will also have the objective to train thru work-based training in the banquet kitchen the relevant policies, procedures and techniques for the hot side division of the overall banquets operations. This will include the differences in planning for a breakfast, lunch or dinner presentation. The participant will also receive training and instructions on American presentations of appetizers /entrée/carving action station, hot hors d'oeuvre, sauce and soup recipes.

When finished the participant will have the confidence to prepare and execute all Culinary Art functions for a successful banquet presentation.

**Please list the names and titles of those who will provide continuous (for example, daily) supervision of the Trainee/Intern, including the primary supervisor. What are these person's qualifications to teach the planned learning?**

The Exchange visitor will be in direct daily contact and under supervision with one of the following chefs:

1) Naveesh Laul, Executive Chef at Omni Fort Worth Hotel

Executive chef at Omni Fort Worth Hotel, bringing over 16 years of culinary expertise panning top Avant Garde Modern European Restaurants to handling presidential delegations across continents. Recognized for achieving perfect synchronization of tradition and modernity yet adept at conveying complex menu concepts in simple yet compelling manner focused on revival of heritage fine cooking.

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With around 15 years of culinary experience, chef Chandrasekar brings with him experience of working with some of the best hotels and restaurants in India as well as Canada before joining Omni Fort Worth Hotel as Executive Sous Chef in April 2022.

3) DJ Eusebio – Restaurant Chef de cuisine

Brining over 18 years of culinary experience, DJ Eusebio was born and raised in Manila, Philippines and moved to the U.S. and started out as the Sushi Chef for a restaurant in Newport Beach, CA. From there, he catapulted his culinary career in working for multiple resorts and country clubs in California. Most recently, DJ was the Chef de Cuisine at Terranea Resort before joining the Omni Fort Worth family

**What plans are in place for the Trainee/Intern to participate in cultural activities while in the United States?**

We appreciate the importance of each participant increasing their understanding of American culture and society. To ensure the participant gets a better understanding of America its culture and its people we have planed the following events. The participants will attend the famous Fort Worth Cattle Drive which is held twice daily and is one of the American events that is known about Fort Worth throughout the world this will give them a firsthand experience of American cowboy culture and tradition. Interns will be invited to attend Host hotel Omni's charity events that are held throughout the year. And, will be actively involved and witness the American holiday traditions through various holiday celebrations and brunches. Realizing that it is equality important to enhance Americans knowledge of foreign cultures the interns will also participate in special dinners with the American host Omni employees. Of course, there will be concerts and a chance to attend the symphony will also be provided throughout the year.

Following is the list of fun activities which they will be able to experience:

- 14) Fort Worth cultural district and museum drive
- 15) Fort Worth cattle drive and Rodeo
- 16) Visit to Stockyards National Historic district
- 17) Visit to main street arts festival
- 18) 4th of July celebration and fireworks at panther island
- 19) Fort Worth zoo / botanical garden visit
- 20) Thanksgiving brunch
- 21) Brunch with Santa (Christmas celebrations)
- 22) Easter Brunch
- 23) Visit to Water gardens and Sundance square
- 24) Live Western Country Music concerts
- 25) Fort Worth Stock Show
- 26) All Western Cowboy Parade

**What specific knowledge, skills, or techniques will be learned?**





We appreciate the importance of each participant increasing their understanding of American culture and society. To ensure the participant gets a better understanding of America its culture and its people we have planed the following events. The participants will attend the famous Fort Worth Cattle Drive which is held twice daily and is one of the American events that is known about Fort Worth throughout the world this will give them a firsthand experience of American cowboy culture and tradition. Interns will be invited to attend Host hotel Omni's charity events that are held throughout the year. And, will be actively involved and witness the American holiday traditions through various holiday celebrations and brunches. Realizing that it is equality important to enhance Americans knowledge of foreign cultures the interns will also participate in special dinners with the American host Omni employees. Of course, there will be concerts and a chance to attend the symphony will also be provided throughout the year.

Following is the list of fun activities which they will be able to experience:

- 27) Fort Worth cultural district and museum drive
- 28) Fort Worth cattle drive and Rodeo
- 29) Visit to Stockyards National Historic district
- 30) Visit to main street arts festival
- 31) 4th of July celebration and fireworks at panther island
- 32) Fort Worth zoo / botanical garden visit
- 33) Thanksgiving brunch
- 34) Brunch with Santa (Christmas celebrations)
- 35) Easter Brunch
- 36) Visit to Water gardens and Sundance square
- 37) Live Western Country Music concerts
- 38) Fort Worth Stock Show
- 39) All Western Cowboy Parade

**What specific knowledge, skills, or techniques will be learned?**

In the restaurant phase the skills gained are:

- Learning a system of how to read and produce tickets that moves the restaurant forward in a productive way.
- Learn how to deal with problematic customers and or special dietary concerns that come up every day. These skills and situations are mastered only thru live actual situations so it greatly enhances and expands the training they received in the classroom.
- Learn breakfast and lunch organization and timing
- Learn recipes and plating guide for American style breakfast and lunch for all outlets
- Learn prep and assist on bulk prep
- Learn omelets station customer inter service an interaction with American guest
- Learn to make American based recipes from scratch
- Important on hands training of inventory and ordering from a real situation to enhance the basics that might have been learned in a class room

**How specifically will these knowledge, skills, or techniques be taught? Include specific tasks and activities (*Interns*) and/ or methodology of training and chronology/syllabus (*Trainees*)**

The participant will be trained by supervisors on the methodologies and techniques of running quick service restaurants. This is critically important to the success of an individual preparing for a career in the Culinary arts field. It will greatly enhance any classroom knowledge in this field as all of these skills can only be learned by hands on training and worked base experiences. Through shadowing professionals who will be directly mentoring during assigned work-based learning activities, the participant will develop skills and knowledge for proficiency in the quick service restaurant outlets. The participant will rotate through shifts and positions at the outlet operations to learn the skills for this phase

**How will the Trainee/Intern's acquisition of new skills and competencies be measured?**

The participant's supervisors have a syllabus that list of objectives of the training, they will make a dated notation of completed skills as the participant completes each training activity. The participant receives constant verbal review and interactions with supervisors at each of these assigned stations. The supervisor monitors the participant during each rotation to verify that the participant has an advanced understanding of the phase objectives. They will get a 90-day, midterm and year end evaluation to monitor their performance throughout the program.

**Additional Phase Remarks (*optional*)**

N/A





Phase Site Name		Training/Internship Field	Phase Site Address
Omni Fort Worth Hotel		Culinary	1300 Houston St Fort Worth, TX 76102-6556
Phase Name	Start Date (mm-dd-yyyy) of Phase	End Date (mm-dd-yyyy) of Phase	Phase
CULINARY ARTS TRAINING FOR ALA CARTE /QUICK SERVICE RESTAURANTS	05/12/2024	09/09/2024	4 of 4
Primary Phase Supervisor		Supervisor Title	
Naveesh Laul		Executive Chef	
Email		Phone Number	
naveesh.laul@omnihotels.com		817-350-4094	
Description of Trainee/Intern's role for this program or phase			
The participant will receive hands on and mentored training in the area of Culinary Arts for Ala carte / quick service Restaurants. We will be training the participate how to handle different types of stations in the restaurant kitchen as well as the different meals that have to organized at different times of the day			
Specific goals and objectives for this program or phase			
During the restaurant phase, the participant will have a specific goal to be able to plan and execute all three meals at causal dining outlets. The participate will receive hands on training in the property's outlet kitchens with the goal of learning the relevant policies, procedures and techniques related to the casual dining restaurant operations. Specific objectives will be for the participant to enhance the skills they gained from their academic background by being trained on how to prep for breakfast which requires strong planning and operational skills. The methodologies of changing over from breakfast to lunch. There will be advanced training on timing, procedures and best practices to run these types of culinary operations. Special attention will be invested in the American training techniques and methodologies of the fast paced flow of food preparation for these fast paced outlets, which will not be gained in a class room setting. Breakfast will also include advanced training on how to master the customer interactions with the omelet station. Training on guests relations and at this stage is critical and again must be taught by hands on experience as it cannot be duplicated in a class room.			
Please list the names and titles of those who will provide continuous (for example, daily) supervision of the Trainee/Intern, including the primary supervisor. What are these person's qualifications to teach the planned learning?			
The Exchange visitor will be in direct daily contact and under supervision with one of the following chefs:			
1) Naveesh Laul, Executive Chef at Omni Fort Worth Hotel			
Executive chef at Omni Fort Worth Hotel, bringing over 16 years of culinary expertise panning top Avant Garde Modern European Restaurants to handling presidential delegations across continents. Recognized for achieving perfect synchronization of tradition and modernity yet adept at conveying complex menu concepts in simple yet compelling manner focused on revival of heritage fine cooking.			
2) DJ Eusebio – Restaurant Chef de cuisine			
Brining over 18 years of culinary experience, DJ Eusebio was born and raised in Manila, Philippines and moved to the U.S. and started out as the Sushi Chef for a restaurant in Newport Beach, CA. From there, he catapulted his culinary career in working for multiple resorts and country clubs in California. Most recently, DJ was the Chef de Cuisine at Terranea Resort before joining the Omni Fort Worth family			
3) Chef Eric Fernandez – Outlets Sous chef			
4) Chef Immanuel Tlana – Outlets Sous chef			
This perfect balance of experience brings in additional advance skills and expertise to this training program.			
What plans are in place for the Trainee/Intern to participate in cultural activities while in the United States?			

DS-7002  
032015





**Phase Supervisor - I certify that:**

1. I have reviewed, understand, and will follow this Training/Internship Placement Plan (T/IPP);
2. I will contact the Sponsor at the earliest possible opportunity if I believe that the Trainee or Intern is not receiving the type of training delineated on this T/IPP;
3. I will actively support the Sponsor by adhering to all applicable regulatory provisions that govern this program (see 22 CFR Part 62);
4. The Trainee or Intern named in this T/IPP will not displace full-or part-time, seasonal or permanent American workers, or serve to fill a labor need;
5. I will conduct the required periodic evaluations of the Trainee or Intern named in this T/IPP;
6. I will notify the designated Sponsor contact at the earliest available opportunity regarding any concerns about, changes in, or deviations from this T/IPP.
7. I will notify the Sponsor in the event of an emergency involving the Trainee or Intern named in this T/IPP, as well as any information that I receive about the Trainee or Intern that might have an effect on that exchange visitor's health, safety, or welfare;
8. I will notify the Sponsor if I receive information regarding a serious problem or controversy involving the Trainee or Intern named in this T/IPP that could be expected to bring the Department of State, the Exchange Visitor Program, or the Sponsor's exchange visitor program into notoriety or disrepute;
9. I am participating in this Exchange Visitor Program in order to provide the Trainee or Intern named in this T/IPP with training or an internship as delineated in this T/IPP;
10. I certify that this training or internship meets all the requirements of the Fair Labor Standards Act, as amended (29 U.S.C. 201 et seq.) I also certify that training or internships in the field of agriculture meet all requirements of the Migrant and Seasonal Worker Protection Act, as amended (29 U.S.C. 1801 et seq.).
11. I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. The law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

Signature of Supervisor



Printed Name of Supervisor

Naveesh Laul

Date (mm-dd-yyyy)

**PRIVACY ACT STATEMENT**

**AUTHORITIES:** The information is sought pursuant to Section 102 of the Mutual Educational and Cultural Exchange Act of 1961, as amended (the Fulbright-Hays Act)(22 U.S.C. 2452) which provides for the administration of the Exchange Visitor Program (J visa).

**PURPOSE:** The information solicited on this form will be used to provide clarity of training and intern programs offered by entities designated by the U.S. Department of State to conduct exchange visitor programs; for general statistical use; and to administer the Trainee and Intern categories of the Exchange Visitor Program.

**ROUTINE USES:** The information on this form may be shared with entities administering the program on behalf of the Department; federal, state, local, or foreign government entities for law enforcement purposes; to members of Congress in response to a request on your behalf . More information on the Routine Uses for the system can be found in the System of Records Notice State-08, Educational and Cultural Exchange Program Records.

**DISCLOSURE:** Participation in this program is voluntary; however, failure to provide the information may delay or prevent participation in the Exchange Visitor Program.

**PAPER WORK REDUCTION ACT**

Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time required for searching existing data sources, gathering the necessary documentation, providing the information and/or documents required, and reviewing the final collection. You do not have to supply this information unless this collection displays a currently valid OMB control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them to: ECA/EC, SA-5, Fifth Floor, U.S. Department of State, Washington, DC 20522.

DS-7002  
032015



  
Vc. Principal  
Institute of  
Hotel Management & Catering Technology  
Lal Taki Road, AHMEDNAGAR-414 001

Page 12 of 12



13<sup>th</sup> September 2023

Uwez Navid Shaikh,  
India

Dear Uwez,

**CONTRACT OF EMPLOYMENT**

We are pleased to offer you our Contract of Employment ("Contract") on the following terms and conditions:

The Oberoi Beach Resort, Al Zorah ("Hotel") is owned by Al Zorah Development (Private) Employer Ltd. PSC, P.O. Box 18065, Ajman, United Arab Emirates ("Employer") a limited liability employer, incorporated in the Emirate of Ajman.

EIH Holdings Ltd. manages and operates the Hotel ("Operator"). Operator shall mean and include The Oberoi Group.

You ("Employee") will be employed by the "The Oberoi Beach Resort, Al Zorah". However, you will be subject to absolute direction and supervisor of the Operator, as agent of the Employer. Accordingly, any reference in this letter to the Employer shall include a reference to the Operator, whenever appropriate and applicable.

The Employer and the Employee are collectively referred to as the "Parties" and separately as a "Party".

WHEREAS the Parties have the legal capacity to enter into this Contract, and have agreed and accepted the following terms and conditions:

1. Designation and Location:

1.1. This Contract is for the position of Commis Chef at The Oberoi Beach Resort, Al Zorah, Ajman ("Oberoi Hotel").

1.2. The Position is applicable specifically to The Oberoi Beach Resort, Al Zorah. Whenever you are transferred to another hotel/location of the Employer, your performance and seniority will determine your designation and emoluments.

2. Reporting:

Your appointment will be effective 15<sup>th</sup> October 2023 or as agreed by both parties. You will be reporting to the Executive Chef any other executive assigned by the Employer.

1

\_\_\_\_\_  
Employee's Signature confirming acceptance





3. Salary and Benefits

Salary

3.1 Your Basic salary will be AED 1,600.00 per month.

3.2 The cash allowances, benefits and total cost to employer (CTC) are mentioned in Annexure 'A'.

4. Benefits

4.1 Medical Insurance

You will be entitled to private medical insurance for yourself.

4.2 Home Destination

For the purpose of this Contract "Home Destination" shall mean Mumbai, India.

4.3 Medical Examination and Documentation

Your appointment is subject to:

- a) Satisfactory completion of the necessary Medical Examinations as required by the UAE Government.
- b) The Employer being able to obtain and retain the Visa necessary for you and your authorized dependent's employment in Ajman as per your entitlement, as required by the Government of U.A.E.
- c) Satisfactory verification of your credentials and testimonials by the Employer.

5. Probationary Period

The initial six (6) months of employment will be a probation period. The employer may terminate this Contract during the probationary period, provided that the worker is notified of the same by virtue of a 14-day written notice prior to the termination date. In such a case, the employee shall not be entitled to receive end-of-service benefits or any other benefits except for his/ her salary in exchange for the working days. The Employer may terminate this Contract at any time, without notice and without being obliged to pay end-of-service benefits if the Employee commits any of the violations stipulated under Article (44) of the U.A.E. Labour Law. The laws and conditions that provide for the termination of this Contract are enforceable by Labor Law No. 33 of 2021. Should you wish to resign during notice period you will give 30 days of written notice to the employer as per U.A.E. Labour Law.

2

Employee's Signature confirming acceptance





6. Annual Leave

You are entitled to 30 calendar days paid leave every year. Your annual leave cycle will be from the 1<sup>st</sup> of January till the 31<sup>st</sup> of December. All requests for leave must be authorized by your Department Head.

7. Sick Leave

- a. On completion of the Probation Period, if you cannot attend work by reason of sickness or injury, you will be entitled to receive your usual salary:
  - i. At the full rate for a period of 15 days; and
  - ii. At half of the full rate for a further period of 30 days during each year of your employment.
- b. Unused sick leave entitlements may not be carried forward to another year of employment.
- c. All sick leave must be processed in accordance with the Employer's sick leave procedures.

Annual Leave and Sick Leave will be governed by the U.A.E. Labor Law, Federal Law No. 33 of 2021 (as amended) (hereinafter referred to as the "Law").

8. Home Leave Tickets

You will be entitled for round trip Economy Class air ticket from Ajman/Dubai/Sharjah to your Home Destination on completion of two years. The entitlement will apply to reaching the identified nearest airport or destination agreed when the Contract is signed.

Should you take the Home Leave route to your next assignment; the Oberoi Beach Resort Al Zorah will provide you with an economy class one-way ticket to your home destination. Your new hotel will be responsible for your ongoing relocation airline ticket.

9. Relocation Expenses

You will be entitled to an Economy Class inward ticket from "Home Destination" to Ajman/Dubai/Sharjah. The entitlement will apply to reaching the identified nearest airport or destination agreed when the Contract is signed.

10. General Conditions

- a. During your employment with the Employer, you will diligently and efficiently carry out the duties as per the job description/profile provided by the Employer.
- b. You cannot be employed directly or indirectly in any part-time job or other job or transact any business of any kind whatsoever during the course of your employment with the Employer.

3

\_\_\_\_\_  
Employee's Signature confirming acceptance





- c. Your work permit and residence visa will be issued by the U.A.E. Ministry of Interior Naturalization and Residency Administration (Immigration) under the sponsorship of the Employer and you may not, without prior written approval of the Employer, work for another employer in a paid or unpaid capacity.
- d. You will adhere to all the policies, rules and regulations of the Employer which may be amended from time to time by the Employer. Accordingly, you will be held responsible for all acts, omissions and non-compliance of rules and regulations, policies, procedures, norms and systems defined by the Employer.
- e. You will adhere to all the policies, rules and regulations of the Employer which may be amended from time to time by the Employer. Accordingly, you will be held responsible for all acts, omissions and non-compliance of rules and regulations, policies, procedures, norms and systems defined by the Employer.
- f. Within a period of twelve (12) months after expiration or termination of employment, for whatever reason, you must not either directly or indirectly:
  - i. Solicit or entice away from the Employer or employ any person, who at the date of expiration or termination, as the case may be, is employed by the Employer; or
  - ii. Solicit business from or have business dealings with clients, customers or associates of the Employer.

11. Confidentiality

- a. During the tenure of your employment with the Employer, you shall be acquiring trade secrets and other confidential information concerning the Employer and its activities. You shall be required to keep this information in strict confidence. You shall not during the course of your employment with the Employer (or at any time thereafter) use, publish, divulge or communicate any secret or confidential information concerning the business or transactions or affairs of the Employer. Upon leaving the services of the Employer, all confidential data and relevant documents should be returned to the Employer.
- b. All documents, papers, books, registers, memoranda, manuals and records of any kind relating to the business of Employer including all records and documents in electronic formats, electronic mail messages and internet media (whether prepared by you or not) shall be and remain the sole and absolute property of the Employer. You shall not copy, print, transfer, store or otherwise use such information save in the proper course of your obligations herein or as required by law.

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\_\_\_\_\_  
Employee's Signature confirming acceptance





- c. You acknowledge that copyright in any and all work, database or designs which relate either directly or indirectly to the business of the Employer and/any subsidiary, related or associated employer or other employees of the Employer ("Employer Works") which you (jointly or alone) originate, conceive, write or make at any time during the period of the employment shall vest in the Employer absolutely and you shall assign to the Employer any rights which you may have in such Employer Work. Further, you hereby irrevocably and unconditionally waive in favor of the Employer and all moral rights conferred on you by law in relation to any such Employer Works. You agree to execute such acknowledgements, assignments, or any other assurances which the Employer may require from time to time to give effect to this paragraph.

12. Copyright / Patent / Trademark

- a. You agree that the right, title and interest in any and all ideas, discoveries, designs and improvements, patentable or not and whether or not used or submitted by the Employer, which are made or conceived by you at any time during the term of this Contract, shall be and remain the sole property of the Employer without further consideration and that such work, for purposes of copyright and trademark, shall be deemed a work made for hire.
- b. Further, any and all tests, drawings, specifications, reports, notes, data, computer programs, records and/or other business information, which may be prepared by you in connection with your duties of employment, shall be and remain the sole property of the Employer and shall not be reproduced or removed except as required by the Employer. You agree to deliver any such materials, documentation or data upon the close of a project or at another time that the Employer, in its sole discretion, may designate.

13. Transfer

Your services are liable to be transferred to any place of business of the Employer whether existing or acquired later on anywhere in or outside the U.A.E. You may also be given other assignments than you are initially recruited for, based on the Employer's requirement. You can also be sent on deputation or transferred to any of the related companies of the Employer.

14. Termination and Notice Period

- a. Notwithstanding any other terms or conditions of this Contract, the Employer will be entitled to terminate your employment immediately and without notice in the event that:
- i) You are in material breach of any of the terms and conditions contained in this Contract;

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\_\_\_\_\_  
Employee's Signature confirming acceptance





- ii) You are guilty of gross misconduct or willful neglect, or refusing to comply with lawful and reasonable instructions given to you by any superior employee of the Employer; or
  - iii) You commit or are guilty of any of the acts of omissions described in Article 44 of the Labor Law.
- b. On completion of probationary period, this Contract may be terminated by either Party at any time by giving sixty (60) calendar days' notice in writing.
  - c. The Employer reserves the right to pay you your basic monthly salary and any other monthly allowances and benefits to which you are entitled under the terms of this Contract in lieu of any notice period.
  - d. The Employer reserves the right to require you not to attend work, or to undertake any work, or to vary your duties, during any period of notice of termination which the Employer or you are required to give. The Employer reserves the right to recover from you, by way of deduction from your final pay and commissions any sums owed to the Employer. Upon termination of Employment, you will return to the Employer all papers, documents and other property belonging to the Employer, which may be in your possession or custody and undertake not to make or retain copies in any form or replicas of such items. The Employer may terminate you without notice under any of the circumstances provided in Article 44 of the Law. You will co-operate with the Employer to cancel your work permit, residence permit and any other official documents procured for you by the Employer for purposes of your employment.
15. Repatriation
- a. If you decide to leave your employment with the Employer within six months the Joining date, then your new employer within UAE is required to reimburse 100% of the expenses which the Employer has incurred on your behalf for entry permit, residence, medicals, travel and transportation of personal effects.
  - b. If the Employer terminates your employment for any reason, other than for a reason stated in Article 44 of the Labor Law, the Employer will provide you with a one-way economy class air ticket from Ajman/Dubai/Sharjah to your Home Destination.
  - c. For the avoidance of doubt, the benefits referred to in this Paragraph 15 cannot be exchanged for cash.
  - d. Upon termination of the Contract, you will not be entitled to any repatriation benefits, if you continue to work in the U.A.E.

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\_\_\_\_\_  
Employee's Signature confirming acceptance





16. Contract Amendment

The Employer reserves the right to make at any time reasonable changes to any of the terms of this Contract. You will be notified in writing of any changes as soon as possible and in any event within one month of the change.

17. Assignment

The Employer may assign or otherwise transfer all or any part of its rights or obligations whether in whole or in part to any group employer.

18. Term

This Contract shall be for a limited period of two years commencing on the Joining Date. This Contract shall be renewed by signing a new Contract unless either party notifies the other in writing of his/ her desire otherwise before the expiry date.

19. Working Hours

a. Your working hours shall be an average of 48 hours per week exclusive of meal breaks. Your specific working hours will be agreed with you from time to time in accordance with the Working Hours Policy set for the hotel within the U.A.E. Law.

b. Additional hours of work are compensated according to the Working Hours Policy of the hotel.

20. Data Protection

The Employer will obtain, hold and use personal data relating to you and your dependents (if any), if and when applicable, in the context of the employment. You consent to such data processing by the Employer, any other related subsidiaries of the Employer or any third party charged with providing services, information or benefits related to the employment and you further consent to the transfer of data to related subsidiaries of the Employer or third party even if such employer or third party is situated outside the U.A.E.

The purpose of such processing include administering and maintaining personnel records (includes sickness and other absence records), paying and reviewing salary, bonus, profit share and other benefits (if any), medical insurance, analyzing sales and sales related activity, career and succession planning, performance appraisals and reviews, employee development and training, resources and skills allocation, regulatory and legal compliance, providing references and information to future employers, governmental and regulatory agencies (include tax, social security authorities), any other related subsidiaries of the Employer or any of business of the Employer.

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\_\_\_\_\_  
Employee's Signature confirming acceptance



21. End of Service

Upon completion of the employment period, you shall be entitled to severance pay on the termination of your Contract. The days of absence from work without pay shall not be included in calculating the period of service. End-of-service will be paid in accordance with the Law.

22. Governing Law and Jurisdiction

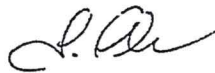
This Contract shall be governed and construed in accordance with the laws of United Arab Emirates, Labor Law, Federal Law No. 8 of 1980 (as amended). It is agreed that any dispute of whatsoever nature between you and the Employer will be subject to exclusive jurisdiction of the United Arab Emirates Court.

You acknowledge and agree that, in entering into this Contract, you are not relying on, nor have you been induced to enter into this Contract, by any statement, representation, warranty or understanding (whether negligently or innocently made) of any person (whether a party to this Contract or not) other than as expressly set out in this Contract.

Please sign a copy of this Contract as a token of your acceptance of the terms and conditions contained herein.

We are delighted to welcome you to The Oberoi Beach Resort, Al Zorah, and look forward to a long and mutually beneficial association.

Yours faithfully,  
For The Oberoi Beach Resort, Al Zorah



Antonino Cardillo  
General Manager  
Total No of Page(s) 09

I hereby accept the Contract on the terms and conditions as specified therein.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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\_\_\_\_\_  
Employee's Signature confirming acceptance





**ANNEXURE**

<b>Name</b>	Uwez Navid Shaikh
<b>Designation</b>	Commis Chef
<b>Hotel</b>	The Oberoi Beach Resort, Al Zorah
<b>Employment Commencement</b>	15 <sup>th</sup> October 2023

Salary Head	Per Month (AED)	Per Annum (AED)
Basic Salary	1,600	19,200
<b>Total Salary (A)</b>	<b>1,600</b>	<b>19,200</b>
Accommodation*	-	-
<b>Total Benefits (B)</b>	<b>-</b>	<b>-</b>
<b>Total Salary and Benefits (A + B)</b>	<b>1,600</b>	<b>19,200</b>

**Points to Note:**

1. You will be responsible to the Executive Chef, The Oberoi Beach Resort Al Zorah Ajman, UAE
2. \* Accommodation provided by Employer - suitable accommodation at the discretion of the Employer shall be provided to the Employee
3. Air Ticket to Home Destination after completion of 2years contract, for self (as per entitlement)
4. The salary and benefits will be governed as per the rules of the Employer and business requirements
5. Management reserves the discretion to change/ amend as required from time to time
6. End of Service benefits will be applicable as per UAE Labour Law.
7. Benefits apply only if the spouse is not employed
8. Medical Coverage will be provided for self as per policy
9. Uniform provided by Employer or allowance from the Employer based on Employer policy
10. The contract terms refer to single status.

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\_\_\_\_\_  
Employee's Signature confirming acceptance





THE RITZ-CARLTON  
PUNE

08 May, 2023

### Letter of Confirmation

Dear Vrushabh ,

Greetings from The Ritz-Carlton Pune!

We are pleased to confirm your On-Job Training in Culinary department with The Ritz-Carlton Pune.

Your training duration will be from **15 June 2023 to 15 December 2023**.

Details of stipend, benefits and allowances and are mentioned in Annexure-I.

The list of documents mentioned in Annexure-1 has to be presented on the day of joining, failing which you may not be permitted to commence the training.

Once again, Welcome to The Ritz-Carlton, Pune. We endeavour that your learning experience will be enjoyable and rewarding. Feel free to contact the undersigned for any queries.

Please send a word of confirmation of acceptance of the terms of the offer.

For, The Ritz-Carlton Pune

Asmita Deshpande  
Learning and Development Manager







THE RITZ-CARLTON

PUNE

### Annexure-1

1. Stipend: You will be entitled for a stipend of INR 5000/- per month.
2. Benefits:
  - **Meals :** Meals will be provided while on duty only
  - **Locker:** Students will be provided a sharing locker.
  - **Travel:**
    - Pick up and drop facility will not be provided
    - Drops for ladies is provided post 10:00 pm to the registered address
  - **Leaves:** You will be entitled to 6 offs in a month which shall be decided by the department which you will be training in.
    - There will be no other leaves given
    - Sick leaves have to be reported and fitness certificate will have to be submitted before resuming the training
  - **Accommodation:** Students will have to organise for their accommodation.
3. Uniform details
  - Uniform for girls:
    - Black trousers
    - White shirt
    - Black Ballerina with up to 1 inch heels
  - Uniform for Boys:
    - Black Trouser
    - White Shirt and Black tie
    - Black Oxford style shoes
  - Name tags will be provided by the hotel.
  - Kitchen uniforms: Students will have to bring their kitchen uniforms
    - Dusters, aprons and chef's cap will be provided
  - Re-issuing of Uniform cards, ID cards and name tags will be charged for
4. Reporting time
  - Day of joining: 9:30 am to the undersigned
  - Reporting time will be decided by the department in which the training is scheduled
5. List of Documents
  - Passport size photographs 2 nos.
  - **Police Verification Certificate**
  - **No objection letter** from the Hotel management institute
  - **Fitness certificate** from a certified medical practitioner stating that you are medically fit for employment and do not carry any communicable disease
  - **Medical Tests required: Australia Antigen, Widal, HIV Antibodies, Covid Test Report - RTPCR**
  - Proof of permanent address
  - Local address/ Contact information in case of emergencies
  - COVID vaccination certificate
6. Terms of certification
  - Certification upon successful completion will be provided based on the below
    - Attendance and punctuality
    - Conduct and performance



  
I/c. Principal  
Institute of  
Hotel Management & Catering Technology  
Lat Taki Road, AHMEDNAGAR-414 001



FEEL THE DIFFERENCE

Mr. Bhushan Arun Chavhan  
Post Mukati , Dhule  
Maharashtra  
424301

Sub: Letter of Intent

Dear Mr. Chavhan,

It is a pleasure to inform you that you have been successful in your application for the position of **Butler in F&B Service Department** at **Radisson Blu Udaipur Palace Resort & Spa** (Unit of Rockwood Hotels & Resorts Ltd.). You have been identified as a professional and confident associate, capable of contributing to our team achievement and growth in the company and thereby expected to serve minimum 18 months of service.

You are expected to join on or before **10<sup>th</sup> July, 2023**.

The detailed salary breakup and the other terms and conditions of your employment will be addressed in the Letter of Appointment that will be issued to you on the day of joining.

Please note that this offer of employment is purely provisional and your final appointment in the organization shall be subject to following:

1. Being found medically fit.
2. 6 months Probation.
3. Exit clause: 60 Days
4. Satisfactory verification of the Employment reference and back-ground check.
5. All the information/documents, provided to secure this employment is found to be correct, not mis-stated or concealed or suppressed in any form.
6. Your confirmed joining is on the stipulated date mentioned above, unless the joining date is extended in writing by the Company.
7. Your compensation would be as mutually agreed



**Radisson Blu Udaipur Palace Resort & Spa**  
Near Fateh Sagar Lake, Udaipur, 313001, Rajasthan, India  
T: +91 294 6650000 F: +91 294 6650001  
reservations@rdudaipur.com  
radissonhotels.com/blu







FEEL THE DIFFERENCE

Other terms and conditions of your employment will be addressed in the letter of appointment that will be issued to you on the day of joining:


Please bring the following along with you:


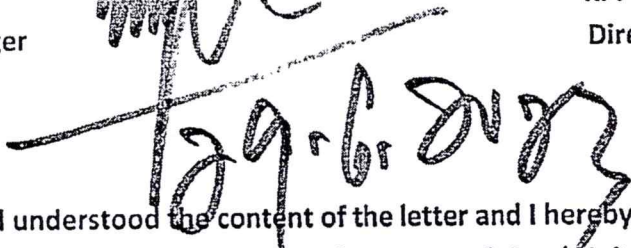
1. Copies of all educational certificates, along with original.
2. Copies of last drawn pay slips or salary certificate
3. 6 passport size photographs.
4. Proof of Identity/ Passport.
5. Copies of all relieving letters/ experience certificate (from Previous & Current Employer).
6. Copy of police verification required mandatorily.

Once again Congratulations! We look forward to welcoming you to Radisson Blu Udaipur Palace Resort & Spa and having a long and mutually successful working relationship.

Thank you,

For Radisson Blu Udaipur Palace Resort & Spa  
(Unit of Rockwood Hotels & Resorts Ltd.)

  
Piyush Kapoor  
General Manager  
Acceptance:

  
K. Paul Victor  
Director – Human Resources

I have read and understood the content of the letter and I hereby accept this offer and I would be joining Radisson Blu Udaipur Palace Resort & Spa (Unit of Rockwood Hotels & Resorts Ltd. on \_\_\_\_\_ (Please fill in the date of your joining)

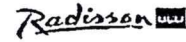
Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**Radisson Blu Udaipur Palace Resort & Spa**  
Near Fateh Sagar Lake, Udaipur, 313001, Rajasthan, India  
T: +91 294 6650000 F: +91 294 6650001  
reservations@rdudaipur.com  
radissonhotels.com/blu

Radisson Blu Udaipur Palace Resort & Spa



"Strictly Confidential"

Name : Bhushan Arun Chavhan		Designation : Butler		
Dept. : F&B Service	Grade : L1			
Sr.	Particulars	Monthly	Annual	Remarks
<b>A Remuneration :</b>				
1	Basic	6,170	74040	
2	HRA	3,920	47040	
3	Conveyance Allowance	1600	19200	
4	Other Allowance	2,450	29400	
<b>GROSS SALARY</b>		<b>14,140</b>	<b>1,69,680</b>	
<b>B Statutory Deductions :</b>				
1	Provident Fund	1,034	12,413	12% of ( Basic + OA ) As per PF Act 1952
2	Employees' State Insurance	106	1,273	.75% of Total-A, if Total-A is less than Rs.21,000/-
<b>Total - B</b>		<b>1,140</b>	<b>13,685</b>	
<b>C Monthly Take Home [ ( A-B+D ) = C ]</b>		<b>13000</b>	<b>1,55,995</b>	Pre-Tax
<b>D Statutory &amp; Other Contributions by Company :</b>				
1	Medical Allowance	0	0	
2	Provident Fund	1,121	13447	13% of ( Basic + OA ) As per PF Act 1952
3	Esic	460	5515	3.25% As per ESIC Act 1948
<b>Total -D</b>		<b>1,580</b>	<b>18,962</b>	
<b>TOTAL: A+D (CTC)</b>		<b>15,720</b>	<b>1,88,642</b>	

W.e.f 10-Jul-23

  
K. Paul Victor  
Director Human Resources

  
Bhushan Arun Chavhan

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# CERTIFICATE OF RECOGNITION

Presented to:

**TANISHA GALFADE**

**CONRAD STAR INTERN**

For giving your best always and inspiring everyone else around you. Thank you for making  
Conrad Pune the finest in the luxury world. You are truly appreciated.



Abhishek Sahai  
General Manager, Conrad Pune

MARCH-2023

Month



**CONRAD**

NEVER JUST STAY. STAY INSPIRED.

THE WESTIN  
PUNE  
KOREGAON PARK

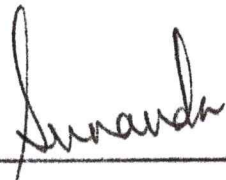
# CERTIFICATE OF ACHIEVEMENT

Intern of the month-February 23'

This certificate is proudly awarded to

***Om Dhadge***

In recognition of your dedication, passion and hard work



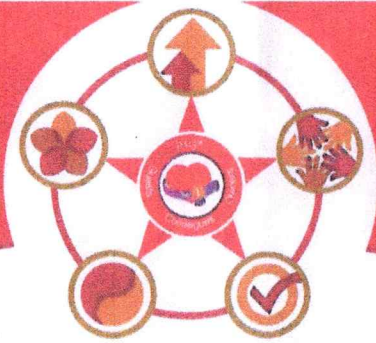
Sunanda Sathish  
Director of Human Resources



Sudeep Sharma  
General Manager





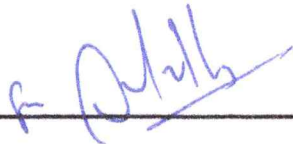



# CERTIFICATE OF ACHIEVEMENT

THIS CERTIFICATE IS PROUDLY PRESENTED TO

Mr. / Ms. GAURI JADHAV of \_\_\_\_\_ Department

in recognition of BEST TRAINEE for the Year 2023

  
\_\_\_\_\_  
**Human Resources Manager**

  
\_\_\_\_\_  
**Anurag Raha  
General Manager**

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13/5/2023

## APPRECIATION LETTER

I would like to take this opportunity to appreciate Mr. Karan Kinger for constantly carrying all this duties through professionally and with spirit during his internship with the Culinary – Banquets department. He worked in Culinary – Banquets from 8<sup>th</sup> February – 21<sup>st</sup> March 2023.

He has proven to be reliable and hard working.

I wish him all the best for his professional career and every success fulfilling his ambition.



**Khavar Shaikh**

Sous Chef – Banquets & Conferences

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