

प्रमाणपत्र सं. ख 1156/CHEN/COM/10007/S/9676/2020
CERTIFICATE NO. B 5527741



प्रपत्र-V
भारत सरकार
विदेश मंत्रालय
प्रमाणपत्र
Form-V



GOVERNMENT OF INDIA
MINISTRY OF EXTERNAL AFFAIRS
CERTIFICATE

[नियम 10 (2) देखें]
[See rule 10 (2)]

भारतीय श्रमिकों को विदेशी नियोक्ताओं के पास नियोजन हेतु भर्ती करने का व्यवसाय शुरू करने या चलाने हेतु उत्सवास अधिनियम, 1983 की धारा 11 के अधीन प्रमाणपत्र प्रदान किये जाने हेतु आवेदन दिनांक के संदर्भ में मैसर्स

..... को उक्त प्रमाणपत्र एतद्वारा इस प्रमाणपत्र को जारी करने की तारीख से निम्नलिखित निबंधन और शर्तों पर प्रदान किया जाता है, अर्थात् :

With reference to the application dated 17/05/2019 for grant of a Certificate under Section 10 of the Emigration Act, 1983 to commence or carry on the business of recruitment for deployment of Indian workers with foreign employers, M/s. Buzzzamba Business Services Pvt. Ltd. is hereby granted the said certificate effective from the date of issue of this certificate, Subject to the following terms and conditions, namely:

- (i) कि यह व्यवसाय / that the business shall be conducted at No. - 130, New No. - 212, P.L.A. Rathna Towers, 3rd Floor, Anna Salai, Chennai, Tamil Nadu 600002 में किया जाएगा। (P.L. see Pg. - 16)

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- (ii) कि यह प्रमाणपत्र वर्षों की अवधि के लिए या (.....) श्रमिकों की भर्ती पूरी होने तक, जो पहले हो, वैध रहेगा। विनिर्धारित अवधि से पहले निर्धारित संख्या के श्रमिकों की भर्ती पूरी हो जाने की स्थिति में प्रमाणपत्र धारक को वास्तविक माँग का साक्ष्य प्रस्तुत करने और नियम 8 के उप नियम (2) के अधीन अतिरिक्त प्रतिभूति प्रस्तुत करने पर प्रमाणपत्र की वैधता अवधि पूरी होने तक भर्ती करते रहने की अनुमति दी जा सकेगी। that this certificate is valid for a period of 5 (Five) years or till the completion of the recruitment of 10007 (Unlimited) workers, whichever is earlier. In the event of the recruitment of the specified number getting completed before the specific period, the holder of the certificate can be permitted to continue recruitment upto the expiry of the certificate on production of evidence of actual demand and on furnishing additional security under sub rule (2) of Rule 8;

- (iii) कि प्रमाणपत्र धारक यह व्यवसाय निदेशक/साझेदार/स्वामी के हस्ताक्षर और मोहर के अंतर्गत करेगा और यह प्रमाणपत्र हस्तांतरणीय नहीं होगा। that the holder of the certificate shall conduct business under signatures and seal of the director / partners / proprietor and the certificate shall not be transferable;

- (iv) कि इस पंजीकरण प्रमाणपत्र की एक फोटोप्रति व्यवसाय-परिसर में एक ध्यानाकर्षी स्थल पर पठनीय बड़े अक्षरों में लिखकर दर्शाया जाएगा। इसके साथ ही किसी अन्य परिसर में, यदि कोई उपलब्ध है, पंजीकरण प्राधिकारी द्वारा सत्यापित उसकी एक प्रति ऐसे शाखा कार्यालय के व्यवसाय परिसर में ध्यानाकर्षी स्थल पर पठनीय बड़े अक्षरों में लिखकर दर्शायी जाएगी जिसमें भर्ती एजेंट को व्यवसाय करने के लिए प्राधिकृत करने हेतु पृष्ठांकित किया गया होगा। मूल प्रमाणपत्र उत्सवासन प्राधिकारियों/विधि प्रवर्तन प्राधिकारियों और नियोक्ताओं द्वारा माँगे जाने पर प्रस्तुत किया जाएगा। that a photocopy of this registration certificate shall be prominently displayed at a conspicuous place in the premises of the business. Also, a copy attested by the registering authority with an endorsement of having authorized the recruiting agent to carry on the business at additional premises, if any, shall be displayed at a conspicuous place in the business premises of such Branch Office, Original Certificate shall be produced on demand by the emigration authorities/law enforcing authorities and employer;

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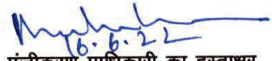
trunk dialing and international dialing facility, fax, computers and other office amenities as may be specified by the registering authority by order in writing,

- (ख) कार्यालय कर्मचारियों के लिए वर्क स्टेशन।
(b) work stations for the office personnel,
- (ग) इंटरनेट सुविधा, ई-मेल अकाउंट और वेब पोर्टल जिसमें भर्ती एजेंट, पंजीकरण प्रमाण-पत्र की वैधता की स्थिति, पेशकश की गई सेवाएं, सेवाओं की लागत, सेवा प्रभागों का भुगतान करने का तरीका, समस्याओं के निदान हेतु उत्प्रवासियों के लिए उपलब्ध उपचार, नौकरी, नियोक्ता और संविदा नियमों के साथ-साथ विगत में की गई भर्तियों सहित उपलब्ध रिक्तियां और ऐसे अन्य विवरण जैसा कि लिखित आदेश में पंजीकरण प्राधिकरण द्वारा विनिर्धारित किया जाए।
(c) internet facility, email accounts and a web portal containing detailed information about the recruiting agent, the validity status of the registration certificate, the services offered, the cost of services, the mode of payment of service charges, the remedies available to emigrants for redressal of grievances, vacancies available along with the details of the jobs, the employer and the contract conditions as well as the recruitments made in the past with such particulars as the registering authority may specify by order in writing,
- (घ) पर्याप्त और उचित रूप से प्रशिक्षित स्टाफ।
(d) adequate and duly trained staff,
- (ङ) एक सूचनापट्ट, जो व्यवसाय परिसर के सामने की ओर लगाया गया हो या ऐसे लगाया गया हो जो कार्यालय परिसर के बाहर से लोगों को सुस्पष्टता से दृश्य हो, जिसमें भर्ती एजेंट का नाम और पंजीकरण संख्या और पंजीकरण का वर्ष उल्लिखित किया गया हो।

- (e) a signboard, to be displayed in front of the business premises or so fixed that it is conspicuously visible to the public from outside the office premises indicating the name and the registration number of the recruiting agent and the year of registration;
- (च) वह जिस ट्रेड के लिए भावी उत्प्रवासी की भर्ती करना चाहता है उसके कौशल परीक्षण का प्रबंध।
(f) arrangements for skill testing for the trades for which he recruits the intending emigrants.

तारीख और स्थान :
Date and Place :




पंजीकरण प्राधिकारी का हस्ताक्षर,
नाम और मोहर
Signature, name and seal of the
Registering Authority.

उत्प्रवासी महासंरक्षी
Protector General of Emigrants

कार्यालय पता/शाखा कार्यालय/भर्ती केंद्र के बदलने/वृद्धि होने/या कोई अन्य बदलाव जिसका उल्लेख कहीं और नहीं किया गया हो को रिकार्ड करने हेतु स्थान।

SPACE FOR RECORDING CHANGE OF OFFICE ADDRESS/BRANCH OFFICE/ RECRUITMENT CENTRE/ENHANCEMENT/ANY OTHER CHANGE NOT SPECIFIED ELSEWHERE.

Registered office shifted at:-

Office No. 307 & 308, 3rd Floor, NMS
Titanium, Plot No 74, Sector-15, CBD
Belapur, Navi Mumbai, Maharashtra -
400 614.



उत्प्रवासी महासंरक्षी

Protector General of Emigrants

कार्यालय पता/शाखा कार्यालय/भर्ती केंद्र के बदलने/वृद्धि होने/या कोई अन्य बदलाव जिसका उल्लेख कहीं और नहीं किया गया हो को रिकार्ड करने हेतु स्थान।

SPACE FOR RECORDING CHANGE OF OFFICE ADDRESS/BRANCH OFFICE/ RECRUITMENT CENTRE/ENHANCEMENT/ANY OTHER CHANGE NOT SPECIFIED ELSEWHERE.

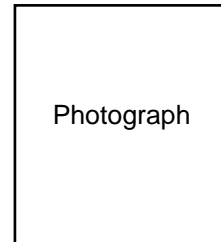
समय-समय पर प्रमाण-पत्र के नवीकरण को रिकार्ड करने हेतु स्थान
SPACE FOR RECORDING RENEWAL OF THE CERTIFICATE FROM TIME TO TIME

Validity of the Registration
Certificate extended upto
25/07/2028
.....
Protector General of Emigrants

उत्प्रवासी महासंरक्षी
Protector General of Emigrants

समय-समय पर प्रमाण-पत्र के नवीकरण को रिकार्ड करने हेतु स्थान
SPACE FOR RECORDING RENEWAL OF THE CERTIFICATE FROM TIME TO TIME

Government of India/ Bharat Sarkar
Ministry of External Affairs Overseas Employment Division/ Pravasi Bhartiya
(Officer of the Protector General of Emigrants)



Certificate of RA Registration

[See Rule10(2)]

With reference to the application dated 17/05/2019 for the grant of certificate under Section 10 of the Emigrant Act, 1983 to commence the bussiness for deployment of Indian workers with foreign employers, M/s BUZZWORKS BUSINESS SERVICES PRIVATE LIMITED are hereby granted the said certificate having serial no.1 with Recruitment Agent (RA) ID 5527741 with RC Number Chennai/Company/5527741/2023 on 16/02/2023.

Bussiness shall be conducted at registered office NMS Titanium,3rd Floor 307 ,308 Plot No:74, Sector 15 CBD Belapur,Navi Mumbai THANE MAHARASHTRA INDIA 400614 and no other branch office(s).

The certificate is valid upto 25/07/2026 , subject to terms and conditions mentioned overleaf.

Signature

PGE OE
(Protector General of Emigrant)



The validity of the certificate can be ascertained by accessing www.mea.gov.in or through SMS by sending <RA Id> <RC Number> to <Number>

Terms and Conditions

1. That the holder of the certificate shall conduct business under signatures and seal of the director/partner/proprietor and the certificate shall not be transferable
2. That a photocopy of this registration certificate shall be prominently displayed at a conspicuous place in the premises of the business. The validity of this certificate can be ascertained by accessing www.mea.gov.in or through SMS by sending to54467
3. That the holder of the certificate shall normally conduct the business from the place indicated in the application for registration. For opening a recruitment centre at a place other than the place indicated in the application, the holder of the certificate has to obtain the prior approval of the registering authority
4. That the holder of the certificate shall not employ sub-agents for the purpose of conducting or carrying on his business
5. That the holder of the certificate shall not charge more than the prescribed fee from the emigrants and also adhere to prescribed standard wages
6. That the holder of the certificate shall maintain the following permanent records at his place of business:
 - (a) a register of receipt of charges from emigrants recruited, in the form of an original acquittance roll containing the signature of each emigrant from whom the charge has been received. Each such register shall be with reference to demand for recruitment,
 - (b) a register and record of the amounts and pre-paid ticket advices, along with their photocopies received from the employers, identified demand-wise,
 - (c) a register containing details of expenses incurred on the recruitment of emigrants demand-wise supported by documents,
 - (d) individual folders for each employer whose demands of labour, the holder of the certificate has processed, proposed to process or is processing,
 - (e) bio-data (giving full particulars including name, address, age, skill, experience and name and address of next kin) of each emigrant recruited by the holder of the certificate,
 - (f) copies of employment contracts of each emigrant,
 - (g) demand approval letter, power of attorneys and correspondences with the employers,
 - (h) all documents, relating to recruitment of emigrants, including office copies of all advertisements issued, letters of interviews and correspondence with the applicants, original award sheets leading to the selection, names and addresses of persons involved in the selection process, copies of letter of appointment, trade-testing particulars, etc.
 - (i) a register of visas received from the employers, giving separate account of block and individual visas,
 - (j) a register of the claims for compensation for injury or death made by the emigrants or their dependents, recruited by the holder of the certificate giving the name, address of the emigration number, country of the employment, nature of injury or death, as the case may be, date of accident, name, address of the recipients, name and address of the employer, and the receipt in original the token of having made the payment of the compensation be pasted
 - (k) such other records as may be required to be maintained by the registering authority.
7. That recruiting agent shall not charge the repatriation expenses from the emigrants.
8. The holder of the certificate shall:
 - (a) provide details of employment, including contract conditions, to the intending emigrants before recruitment,
 - (b) endeavor to ensure proper reception of the emigrants by the employer in the country of employment,
 - (c) endeavor to ensure that subsequent to the employment, the employer shall not alter the terms of the employment contract
 - (d) endeavor to ensure that the employer takes timely action for renewal of documents authorizing the stay of the emigrants in the country of employment,
 - (e) facilitate amicable settlement of disputes between the employer and the emigrant,
 - (f) issue only such advertisements that are genuine and factually correct and shall refrain from any inducement or misrepresentation in this regard
 - (g) ensure that the employer observes the terms and conditions of the employment contract.
9. The holder of the certificate shall maintain:
 - (a) office premises of not less than fifty square meters of built-up area, having a waiting hall for at least thirty persons, a room for the purpose of conducting interview and an office space equipped with furniture, photocopier, telephone with subscribers truck dialing and international dialing facility, fax, computers and other office amenities.
 - (b) work station for the office personnel
 - (c) internet facility, email accounts and web portal containing detailed information about the recruiting agent, the validity status of the registration certificate, the services offered, the cost of services, the mode of payment of service charges, the remedies available to emigrants for redressal of grievances, vacancies available along with the detail of jobs, the employer and the contract conditions as well as the recruitment's made in the past
 - (d) adequate and duly trained staff
 - (e) a signboard, to be displayed in front of the business premises or so fixed that it is conspicuously visible to the private from outside the office premises indicating the name and the registration number of the recruiting agent and the year of registration
 - (f) arrangements for skill testing for the trades for which he recruits the intending emigrants.