



MEMBERSHIP PARAMETERS

All the Ladies and Gentlemen are Welcome to **MAYUKHARDO®**!

Members are requested to follow all the below mentioned **By-laws**:-

1. There your **activeness will be the fee** where no financial transaction will be asked for membership like other clubs or organizations.
2. The Members have to be at the Office Address of MAYUKHARDO® at least once before the period of Membership starts, fill up the Membership form in a compulsory manner as well as compulsorily be in an interview too and have to attend all the workshops and meetings compulsorily after selection.
3. The details in the form should be original as per official rules following the Act of Constitution of India, i.e. Right to Information 2005, Article 19(1). Candidates should not confuse between the **Official Passport photo** and the Display/Profile picture of the Social Media.
4. The candidates also have to submit both the hard as well as the soft copy of their curricular vitae. Submission of both soft copy and photo copy of any two of the Government Identification (Aadhar/Voter/PAN/Passport/Driving License) is too essential.
5. If your application is approved after successful completion of all the said process, the PDF of the application form with the approval stamp of MAYUKHARDO® will be auto generated to your mail ID and furtherly you will be added to the FOCUS group. Apart from that a short bio of the Member will be published in our website. No said responses will be there if rejected.
6. In case of acceptance, the further and final process will be of signing the **Membership Agreement**. Other than that, different departments will be made in collection of few Members. Separate Whatsapp groups will be formed of the department.
7. Your application will be stored in our database. Apply, only if you trust the site.
8. The Members will have to work as much as possible under as assigned by the leading heads. All the Members have to be **decent, disciplined and punctual** in their habits.
9. Members should carry their **IDs** and other **Identification objects** provided, always on the time of duty of MAYUKHARDO®. Members of any gender have to be in decent official wears. The dress should be on accordance of the Member's comfort excluding any kind of crazy and funky wears and costumes.
10. **Decisions of the Head Authorities of MAYUKHARDO® will be final.**
11. During the Membership period if you are working in any other company or organization then acknowledge that to us in beforehand. Members must follow the principle of **"No pain, No gain!"** and **"Truth always Triumphs."**
12. The period of the Membership will be decided by the Heads and the Authorities of MAYUKHARDO®. If the candidate has been appointed by his/her institution, then the period will be mutually decided by both the organizations.
13. All the Members should follow the **Branding and Marketing rules** while presenting MAYUKHARDO® in front of general public. The **Member's having an eagerness to learn** new things will be appreciated by MAYUKHARDO® more than an attitude of dominancy, over confidence and ego. The Member should be free and confident enough to give a valid reason before and after the work is handed over to him/her. **Lame excuses won't be entertained.**
14. Graphic Designers should have a good knowledge about Adobe Photoshop and Corel Draw. Knowledge about cell phone softwares and applications will not be appreciated. The Video-editors need to apply computing software like Adobe Premier Pro, Final Cut Pro, Adobe After Effects and other such. Photographers should have valid knowledge about the basic history and basic technicals of photography and also have a good knowledge of artificial and natural light and other such photographic chapters.

Registered Office:-

6/6, Siromoni Para Road, Kulinpara
P.O.: B.D. Sopan, Khardah
Kolkata- 700 116, West Bengal, INDIA

Personal Place:-

50/1, (Ground Floor), R.B.C. Road,
Royed Park, Behala,
Kolkata- 700 034, West Bengal, INDIA



15. Member's department/designation can be changed by the Authorities depending on their **type of performance**. Continuation of Membership of a candidate will depend on the observation of the Member's performance **for a couple of days**. The monitoring measurement will be done on both the **Qualitative & Quantitative** basis. Historical analysis will be made on your bio if it is quite necessary.
16. If a leave is required for any kind of reason, then a leave request letter is compulsory to be reported on the Authority's desk along with it's soft copy to be mailed prior to the leave. If a **Medical Leave** has been availed then the Doctor's prescription is required to be presented along with it's photocopy submission in compulsory manner. The medical leave will be approved for the candidate's self health issue only and not of others. **Scrutiny and Survey will be attempted on it.**
17. No dispensation will be availed to any special categories. Equality will be maintained among all the Members as we are abide to follow the Right to Equality Act, Article 14-18 of Constitution of India. We maintain the equality in favour of all sex, class, caste, religion, colour and others. The protocols may vary in case of State, National or international emergency as per the National Emergency Act, Article 352-360 of Constitution of India.

Contact us via Social Media:

Facebook Group	:	https://www.facebook.com/groups/mayukhardophotography/
Facebook Page	:	https://www.facebook.com/mayukhardoofficial/
Instagram	:	https://www.instagram.com/mayukhardo/
YouTube	:	https://www.youtube.com/user/MAYUKHARDO
Twitter	:	https://www.twitter.com/mayukhardo

Order By-

Somaprava Saha

Mr. Somaprava Saha
(Director)



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