

EMPLOYEE NEWSLETTER

May 2012



In April 2012 Interem had the privilege of meeting Mr. Wong from Hong Kong

who represented FIDI and took great care in conducting Interem's

Audit for re-certification.



From left:

Mr. Dibyajyoti Paramanik, Mr. Rahul Pillai, Mr. Wong, Mr. Asit Bhatnagar, Ms. Lakshmi Hari



From left:

Mr. Dibyajyoti Paramanik, Mr. Gauranga Chattopadhyay, Mr. Rahul Pillai, Mr. Wong,

Mr. Asit Bhatnagar, Ms. Lakshmi Hari, Mr. Anil Nehra, Mr. Ashok Nair

New additions and changes to Interem!

We would like to hereby announce a new addition to our Team in April,2012 as follows :



Ms. Megha Gupta has rejoined us w.e.f. 2nd April, 12 as a "Sr. Executive-Key Accounts & Pricing" in Gurgaon, and is a part of Mr. Asit Bhatnagar's team. Her e-mail address is <u>megha.interem@freightsystems.com</u>

We Welcome you and Wish you All the Best at INTEREM !

EMPLOYEE RECOGNITION!!!!!

Our clients took the time to submit the following notes/letters (**below**) in appreciation of the great job completed by Interem employees. It's great to receive such positive feedbacks...

"Thank You".

Every customer interaction counts as you are the face of Interem. We look forward to more across our locations!!



For Employee: Mr. T. Prabhakar- Junior Supv. Interem Banagalore Client: Mr. Giridharan Loganathan-E.I. Dupont India Pvt. Ltd. Job: relocation Bangalore

"Excellent conduct & operation by Mr. T. Prabhakar & his team. He deserves all encouragement & recognition. Such committed people make all the difference.



For Employee: Mr.Bharat Mehta & Mr.Benny Thomas Client: Mr. Jai Lal Sumbaly- Conroy Removals Ltd. Job: relocation in Gurgaon

"Excellent service, very much satisfied. Thanks & Regards to Mr. Bharat Mehta & Mr. Thomas."



For Employee: Mr. Dibyajyoti Paramanik"DJ"

Client: Ms. Charlotte Lapansky- Development Communications Specialist -Department of External Relations -Asian Development Bank Job: relocation to USA & Manila

"Thanks very much for your kind help throughout the process. I found your company very capable, professional and efficient. By far the best parts of the process were interfacing with your office in Delhi as well as the skills, efficiency and sensitivity of the packing crews on each end of the process (packing in LA, packing in Delhi and unpacking in Manila). These elements (Interem customer support and the moving crews in all Locations) were all wonderful. I would appreciate if you could share my feedback on the packing crews with their supervisors. I thought they were all excellent."

For Employee: Mumbai Team- Karishma, Umesh & Dilip Client: Mr. Rishi Piparaiya-Aviva India, Mumbai Job: relocation Mumbai

"The entire experience was seamless, very professional-it's probably the third time I am using Interem and every time it's a pleasure!"



HAPPY BIRTHDAY !!!!!

DON'T FORGET TO WISH YOUR FELLOW COLLEAGUES & SPECIAL DAY.



Sr. No	Names	Date	Location
1	Augustine Raj	1st May	Bangalore
2	Santan Cabral	2nd May	Gurgaon
3	Prem Bahadur Singh	3rd May	Gurgaon
4	Shyambeer	4th May	Gurgaon
5	Stephen Miranda	10th May	Gurgaon
6	S. Saravanan	10th May	Chennai
7	Harinder Singh	12th May	Bangalore
8	V. Mohan	14th May	Hyderabad
9	Viki Kachru	16th May	Gurgaon
10	Pankaj Kambale	18th May	Mumbai
11	P. Srinivasan	20th May	Gurgaon
12	S. Sreejesh	21st May	Gurgaon
13	E. Sreedhar Babu	25th May	Hyderabad
14	R. Narayanan	26th May	Mumbai
15	Ravi Pillay	28th May	Pune
16	Sunny Jacob	31st May	Bangalore



HAPPY Anniversary!!!!!

We would also like to Congratulate our Team Members below who have been a part of INTEREM Over the Years, for each Milestone completed in May, 2012!



Sr. No	Names	Location	Date	Service
1	Prabhakar Taur	Mumbai	4th May, 98	14 Years
2	V. Mohan	Hyderabad	7th May, 05	7 Years
3	Munnuru Jaipal	Hyderabad	18th May, 05	7 Years
4	P.R. Menon	Bangalore	19th May, 05	7 Years
5	Stephen Sequeira	Mumbai	1st May, 08	4 Years
6	Nitu K. Singh	Kolkata	12th May, 08	4 Years
7	Dibyajyoti Paramanik	Gurgaon	10th May, 11	1 Year
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Our Presence on the social networks

We continue to urge everyone to take the time and sign-up/register on these social networks.



Linkedin- If you do not have an account on Linkedin maybe it's time you open one.

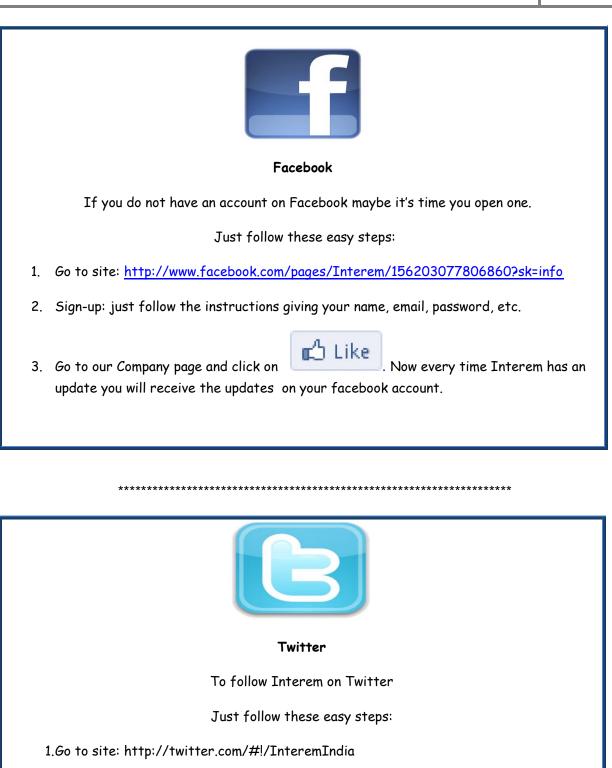
Just follow these easy steps:

- 1. Go to site: <u>http://in.linkedin.com/</u>
- 2. Sign-up: just follow the instructions giving your name, email, password
- 3. When submitting your "experience" (job info) it will ask for Company name: just type Interem and our company page will be an option on the list, choose Interem. Your profile will now also appear on Interem's Company page as an employee. It's that easy.

If you already have a Linkedin account then follow these steps:

Click Profile at the top of your home page.

- 1. Click Edit next to your current position.
- 2. Click Change Company and type the full company name.
- 3. Important: This step is crucial. Click the correct company name in the dropdown list.
- 4. Click update



2. Sign-up: just follow the instructions giving your name, password

Follow

3. Now just go back to Company page an click on

Interesting info...



Cultural Awareness

Cultural sensitivity begins with understanding and appreciating the differences among cultures .It promotes clearer communication, breaks down barriers, builds trust, strengthens relationships, opens horizons and yields tangible results in terms of business success.

One can never learn everything about another culture; however, there are practical, everyday steps we can take to develop awareness. Here are some suggestions:

- Develop awareness: take a look at your own biases and prejudices, become aware of cultural norms, attitudes, and beliefs, and value diversity.
- Don't allow cultural difference to become the basis for criticism and judgements. Differences are neither good nor bad-it is what we do with them that makes a difference
- > Build friendships of mutual respect and a desire for understanding
- Be yourself and show that you care about the person and that you honestly want to help
- > Take time to listen. If you don't understand, or you are not being understood, take time to find out why. Explain or ask questions.
- Acquire knowledge about other cultures by attending classes or seminars, reading books or watching movies about other cultures, and attending cultural events/festivals

Interesting info...



Business Etiquette and Protocol Malaysia

Meeting & Greetings

Within the business context most Malaysian businesspeople are culturally-savvy and Internationally exposed. Your experience may very well depend upon the ethnicity, age, sex and status of the person you are meeting. The best approach is always friendly yet formal.

A few tips include:

- > Initial greetings should be formal and denote proper respect.
- > If in a team, introduce the most important person first.
- > Many Malays and Indians are uncomfortable shaking hands with a member of the opposite sex.
- > Foreign men should always wait for a Malaysian woman to extend her hand. Foreign women should also wait for a Malaysian man to extend his hand.
- > To demonstrate respect Chinese may look downwards rather than at the person they are meeting.
- It is important that professional titles (professor, doctor, and engineer) and honorific titles are used in business. Malays and Indians use titles with their first name while Chinese use titles with their surname.

Business Meetings

It is a good idea for the most senior person on your team to enter first so that he or she is the first to greet the most senior Malaysian.

- > This gives face to both parties as it demonstrates respect towards the Malaysian and shows that you respect hierarchy within your company.
- > It is customary for leaders to sit opposite each other around the table.
- Many companies will have their team seated in descending rank, although this is not always the case.
- Expect the most senior Malaysian to give a brief welcoming speech. You need not reciprocate.
- > There will be a period of small talk, which will end when the most senior Malaysian is comfortable moving to the business discussion.
- > Meetings may be conducted or continue over lunch and dinner.
- > Meetings, especially initial ones, are generally somewhat formal. Treat all Malaysian participants with respect and be cautious not to lose your temper or appear irritated.
- > At the first meeting between two companies, Malaysians will generally not get into indepth discussions. They prefer to use the first meeting as an opportunity to get to know the other side and build a rapport, which is essential in this consensus-driven culture.