



Soc. Reg. No. 336
8th November 1971

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Ref: No: CG/172/2021

01st June, 2021

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr Obaid Ur Rehman (Malgaray), a student of the Goa Business School, Goa University has done his internship at Caritas Goa from 15-02-2021 to 01-06-2021.

He has done a comprehensive study on our organisation as a part of the Goa University internship guidelines. Besides, he was given specific projects in HR which he executed as follows:

- 1) Conducted performance appraisal using the 360-degree Feedback process
- 2) Conducted a training session in Slack and Trello for our Project Coordinators
- 3) Conducted an audit on existing processes

This project was aimed at improving performance and understanding the training needs of the Caritas Goa staff.

Mr. Rehman's performance met our expectations and he was able to complete the project despite the difficult circumstances owing to the ongoing pandemic.

We wish him all the best in his upcoming career.

Fr. Maverick Fernandes
Director