

Date: 26th April 2021

Mr. Suresh Krishna Pugazhenthir Kumar
Kongu Engineering College

Dear Mr. Suresh Krishna Pugazhenthir Kumar,

Referring to your application, recommendation by your college and subsequent interview you had with us, we are pleased to appoint you as a 'TRAINEE' for Mango Pulp Operations in our organization on the following terms and conditions:

1. You shall be tentatively starting on the project between 20th May, 2021 to 4th June, 2021, and will complete on or prior by end of July. You will be posted either at Chittoor, Srikalahasthi, Krishnagiri.
2. The exact start date & reporting venue, will be informed to you in prior.
3. In case of any movement restrictions faced due to lockdown for your joining, you need to apply for e-pass or consent from your respective district office to join the duties; timely in prior to meet the joining date.
4. The trainee will provide his medical fitness declaration and declaration of consent to join this internship at his accountability prior to his joining whenever stated for submission.
5. During this training period the company will not be responsible for any mishap in the form of accident or any such incident or unfortunate impact occurred to you.
6. During this period you shall be paid stipend of Rs.. 13003/- per month; on completion of the project, subject to statutory deduction. Basis completion of number of training days, you will be paid stipend on pro-rata basis in lieu thereof.
7. For your joining, travel fare will be reimbursed from your current location to Reporting Location and return as per Third AC Train Fare/Volvo Bus or any equivalent alternate mode; on production of actual bills to Accounts representative in prior to completion of training.
8. Food Entitlements as per policy, will be reimbursed by PAPL representatives at the location on weekly basis. The mobile sim card recharge expenses of Rs. 500/- per month will be reimbursed on production of actual bills. The travelling, lodging and boarding shall be arranged separately by PAPL representative as per policy.
9. The usage of any smart phones during working hours for non official purpose is strictly prohibited. The students are responsible for their own belongings.
10. The company however reserves the right to continue / discontinue your training without any notice. In case, you wish to discontinue from your training; you will provide the company an intimation and seven days notice for the same.
11. You also note that you shall have no claim of whatsoever nature upon the expiry of the period of contract for any permanent employment of the Company upon which you shall handover all books, periodicals, journal, files, papers etc. which maybe within your custody.
12. You shall abide by the instruction of your supervisors in matters pertaining to the training as well as the rules of discipline either existing or extended from time to time.
13. Upon completion of the project you will be required to present the consolidated attendance to the project guide of the company for processing your stipend and training certificate.

In case the aforesaid terms are acceptable to you; you are requested to sign a duplicate hereof which shall be deemed to be a concluded contract.

Yours faithfully,
For PARLE AGRO PVT. LTD.


PARAG PAGE
VICE PRESIDENT – HUMAN RESOURCES

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