

J.J COLLEGE OF ARTS AND SCIENCE (Autonomous)
Sivapuram Post, Pudukkottai-622422

DEPARTMENT OF CHEMISTRY

Internship Acceptance Letter

Date: 11-07-2022

Dear Rukmani,

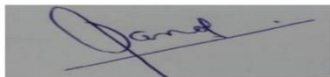
We are happy to accept your request letter and are hereby granting you the opportunity to be a part of **PATASHALA (Internship Program)**, sponsored by **The Muthoot Group** for **6 months**.

1. During your internship period, you will be placed for On-the-Job training with Muthoot Finance Limited for six (6) months in the **Pudukkottai** branch of the **Trichi** region.
2. During & for your training days, you are eligible for a stipend of Rs. 10,000/- per month (Ten Thousand Rupees Only) inclusive of medical insurance.
3. If you are absent from training without intimation/permission continuously for 3 days or more, you shall be deemed to have abandoned your Internship Program with the company with effect from the date of commencement of such absence.
4. If you desire to withdraw from your Internship program before completing 6 months, you shall give 15 days' notice to the Organization of your intention to do so.
5. You shall not engage yourself directly or indirectly in any other business or employment while you are in the internship program of the company, and you shall devote your whole time, best skill and efforts to the training program.
6. During the training period, you must abide by the rules & policies of the company.
7. The training will be for 6 days a week and the training time will be during office hours 9.30 AM to 6.00 PM
8. During the training period, trainees shall not be entitled to any paid stipend leaves but shall be eligible for Holiday's declared by Muthoot Finance limited
9. Internship completion letter will be issued only on satisfactory completion of 6 months of training and without any Interruptions, Irregularity, Disciplinary action, etc.

If the above terms and conditions are acceptable to you, you may return the duplicate copy of the letter duly signed, signifying your acceptance and report to training 11-07-2022 after complying with the aforesaid conditions of the training program.

We welcome you to the PATASHALA Internship program.

Yours Faithfully
For Muthoot Finance Limited
Deputy General Manager – Business Partner



Acceptance

I have read the terms and conditions of the PATASHALA Internship Program and confirm my acceptance of the same.

Name of the Intern:
Signature and Date:



E.I.D. - Parry (India) Limited

Regd. Office : Dare House, 234, N.S.C. Bose Road, Parrys Corner, Chennai 600001, India.
Tel : 91 44 25306789 Fax : 91 44. 25341609 / 25340858
CIN : L24211TN1975PLC006989
Website : www.eidparry.com

May 23, 2022

**Mr. B Vinoth,
No. 3/109, Annanagar A,
O Pudur,
Okkur (Post)
Sivagangai – 630 557.**

Dear Vinoth,

We have pleasure in offering you training in our organization for a period of Two years as **Officer - Trainee** with effect from your date of joining, subject to the following terms and conditions:

1. Your place of training will be at our **Sugar Division, Bagalkot**. However you may be trained at any of our other units as and when required at the discretion of the Company. During the period of training, you are required to reside at the area of your training or at such places as the Company may direct you. Prior approval is to be obtained before changing your residence.
2. During your training period, you will be expected to conform to the regulations of the factory in which you are placed in and to conduct yourself in a disciplined manner.
3. During this period of training, you will report to **Mr. S Vijayan, Manager - Distillery Projects**, who will provide assignments and guide you.
4. Your stipend during the training period will be **Rs.15,500/-** (Rupees Fifteen Thousand Five Hundred only) per month and you will not be paid any other allowances.
5. You will be entitled to **5 (Five) days of Casual Leave** per annum during the period of training which will be allowed **on pro-rata basis**, with prior sanction of the appropriate authority should be obtained in writing before Casual Leave is availed.
6. To ensure consistent progress, your performance, aptitude and skill and other relevant factors shall also be assessed at regular intervals as may be necessary.
7. The Company may extend your training period if necessary or terminate the same at any time before completion of your training period without assigning any reason whatsoever.
8. You will not be considered as an employee of the Company during the period of training and on expiry of your training period you will not be entitled to any claim of appointment with the Company.
9. You will not disclose any information relating to the Company or its associates to any unauthorized person, Firm or Company whatsoever either during the currency of your training with this Company or after its termination.

..2..





E.I.D. - Parry (India) Limited

Regd. Office : Dare House, 234, N.S.C. Bose Road, Parrys Corner, Chennai 600001, India.
Tel : 91 44 25306789 Fax : 91 44. 25341609 / 25340858
CIN : L24211TN1975PLC006989
Website : www.eidparry.com

..2..

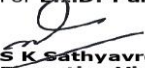
10. Rules and regulations made by the Company as are in force at present or as may introduced or amended or extended from time to time as applicable to Trainees of your category will apply to you.
11. During the tenure of your training you will not be permitted to hold any office of profit outside the Company without the written permission of the Company. During the training or thereafter you shall not divulge or disclose directly or indirectly to anyone any knowledge or information in respect of any inventions, processes, formulae or secret methods which you may acquire or earn in the course of your training or otherwise.
12. During the training this engagement is liable for termination by either party by giving one month's notice in writing or by paying one month's stipend in lieu thereof. However, in the case of proven misconduct which entitles dismissal or discharge you will not be entitled to any notice or payment in lieu thereof from the Company.
13. This offer is subject to our receiving a satisfactory report on your health and you will be permitted to commence training only after the company receives the report on your medical fitness.
14. Your training period ceases automatically at the end of two years of training from your date of joining.

Please sign and return to us the duplicate copy of this letter in token of your acceptance of all these terms and conditions.

Thanking you

Yours faithfully

For **E.I.D.-Parry (India) Ltd.**


S K Sathyavardhan
Executive Vice President - HR



23-Sep-2022

Krishna Kumar K [ID: 136884]
4/88 Madurai Main Road Papavayal st Pudukottai
Tamil Nadu -622507
krishz2722000@gmail.com

Dear Mr. Krishna Kumar K,

We are pleased to extend this letter of appointment ("Letter") to you at IDFC FIRST Bharat Limited (the "company") and your role is **Relationship Officer-HL** and grade is **Assistant** respectively. You are expected to join on or before **26-Sep-2022** ("Date of Joining"). Your monthly Total Fixed Pay (TFP) will be **INR 15167.00**. The position is currently based at **Pudukkottai-1 Branch, Trichy Region**. Please refer the Annexure-1 for break-up of Gross and Total fixed salary. Please note that your appointment is subject to your adherence on the following, in letter and spirit

- Terms & Conditions [Annexure-2]
- Code of Conduct [Annexure-3]

This appointment is subject to you being medically fit to perform your role effectively. It is also based on the verification of information and documents submitted (electronically or hardcopy), including but not limited to Authorization / Undertaking / Declaration Form.

Please note that you are required to keep the salary & other perquisites / benefits offered to you strictly confidential and not share information regarding the same with anyone.

Congratulations on your appointment. We wish you a successful association with IDFC FIRST Bharat Limited.

Thank You,

For IDFC FIRST Bharat Limited



C Amuthavel
Head - Human Resources

I, **Krishna Kumar K**, Son/Daughter of **Krishna moorthy**, do hereby accept the above and confirm / certify the following:

1. Date of Joining the Company: **26-Sep-2022**
2. PAN number: **JUTPK3903A**

Signature

Date:

Authenticated by:

Signature:

Name:

Employee ID:

Annexure:1

COMPENSATION DETAILS		
Employee Name	Krishna Kumar K	
Grade	Assistant	
Department Name	Housing Loan & Loan Against Property	
Location	Pudukkottai-1 Branch	
Components	Per Month (in Rs.)	Per Annum (in Rs.)
Basic	3033.00	36396.00
House Rent Allowance	1517.00	18204.00
Special Allowance	7078.00	84936.00
Guaranteed cash	11628.00	139536.00
Statutory Bonus	2326.00	27912.00
Employer's PF	1213.00	14556.00
Total Fixed Pay	15167.00	182004.00
Monthly net take home (in Rs.)		
Guaranteed Cash		11628.00
Statutory Bonus		2326.00
Employee's contribution to Provident Fund		1213.00
Net take home before tax (in Rs.)		12741.00

Note:

- In addition to TFP, Insurance premium is paid by the company towards employee's life, accident & medical insurance. This is a notional premium amount & is not paid in cash to the employee.
- Provident Fund contributions shall be made by the Company to the fund.
- ESI contributions shall be made by the Company to ESIC for applicable employees.
- Gratuity will be applicable as per the Payment of Gratuity Act.
- The notice-pay reimbursed, joining bonus, relocation expenses and any other amounts, if any, paid, at the time of joining would be recovered in full, in case of your resignation/separation (whichever is earlier) within twelve months from the date of joining.

C. Amuthavel

C Amuthavel
Head - Human Resources