

22/10/2021

Ref: Indo-MIM/GAT/21

Mr. Guruprasad R Malli
S/o. Rajendra T Malli,
1-142, Golidadi House Near Balavandi Temple,
Padupera, Bajpe Dakshina Kannada,
Karnataka-574142.


Dear Guruprasad R Malli,

Sub: To secure Graduate Apprentice certification.

With reference to your application and the subsequent interview you had with us, we are pleased to engage you as 'Graduate Apprentice' in our Organization, on the following terms and conditions.

The purpose of your engagement is purely to impart industrial apprentice as per the provisions of Section 22(1) in THE APPRENTICES ACT, 1961.

1. It shall not be obligatory on the part of the employer to offer any employment to any apprentice who has completed the period of his apprenticeship training in his establishment, nor shall it be obligatory on the part of the apprentice to accept an employment under the employer.
2. You will be on training period from 22/10/2021 to 21/10/2022 and your training gets determined by flux of time. However, the Management reserves the right to terminate your training at any time during your training period with or without notice or without assigning any reason, depending upon the circumstances.
3. You will be paid stipend of Rs. 13,500/- per month. In addition to this, you will be provided with company accommodation, canteen facilities, transport facilities which expenditures total cost to the company is Rs. 3,500/- Per month. If company provided accommodation not availed by you, you will be paid additional amount of Rs. 1,000/- per month towards accommodation
4. You will not be entitled to any other allowance/benefit applicable to other employees during the tenure of apprentice.
5. Successful completion of apprentice will not automatically qualify for any claim for employment nor is the Management under any obligation to offer you any employment.
6. You should not absent yourself from your duty without prior permission from respective HOD's. If you are absent for more than 7 days consecutively without permission, you shall be deemed to have abandoned your appointment.
7. In addition to National & Festival holidays, you will be eligible for leave of 15 days per annum as per the leave rules applicable to apprentice.


Venkatramana P
Principal
A.J. Institute of Engineering & Technology
Mangaluru - 575 006

8. You will take full interest in learning the job assigned to you and attend training classes it is arranged.
9. During your apprentice in the establishment, you shall conduct yourself with honesty, obedience and diligent in all aspects and indiscipline in any kind will automatically disqualify you to continue as an apprentice.
10. You are required to record your attendance while reporting for duty in a manner as in practice now or any other manner/device that may be introduced in future.
11. You shall not cause damage to the property of the Company and in case of any damages occurs; you shall reimburse the Company the cost of such damages.
12. You shall undertake not to engage yourself in any trade, business or engagement either alone or in combination with any others during the tenure of the apprentice with the other Company or establishment.
13. You shall not at any time or under any circumstances impart to any person, any information regarding the company's business or position, progress, prospects or affairs of the company and will not pledge the credit of the company for any purpose whatsoever. You will not remove, disclose, divulge or make public in any manner, processes, methods, secrets, information, know-how knowledge, etc., relating to manufacture, trade and business of the company.
14. During the apprentice period, Management may depute to any other location, department, establishment, factory, and branch of the company or its affiliates, associates or subsidiary whether existing or not at the time of your joining for further learning/training.
15. The Management reserves the right to add or delete or alter or amend any of the conditions stipulated above and the decision of the Management shall be final and binding.

Kindly return the duplicate copy of this letter with your acceptance.

Yours faithfully,
For Indo-MIM Pvt. Ltd.



Venkatramana P
Deputy General Manager - HR & IR

I agree to accept Graduate Apprentice order on the terms and conditions mentioned in the above Said letter. I shall be reporting for training on

Name:

Signature of Graduate Apprentice:

Date:


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