

Name	Gaurang Ambekar	
Grade	30	
Designation	Associate Trainee	
Compensation Break-up		
Salary Components	Per Month (INR)	Per Annum (INR)
Basic	12,292	147,504
House Rent Allowance	5,848	70,177
Conveyance Allowance	4,917	59,002
Children Education Allowance	1,229	14,750
Medical Allowance	512	6,146
Leave Travel Assistance	485	5,821
Base Pay Total (A)	25,283	303,400
Retirement Benefits (B)		
Provident Fund	1,800	21,600
Retirement Benefits Total (B)	1,800	21,600
Total Compensation (A+B)	27,083	325,000

You are also eligible for following Benefits (which have not been costed above):

1. Coverage under Group Mediclaim Policy (Self & Dependents – Parents / Parents-in-Law, Spouse, Two Children)
2. Coverage under Group Personal Accident Policy
3. Coverage under Group Term Life Insurance Policy
4. Gratuity as per the provisions of Gratuity Act, 1972 (Subsequent amendments)

for **MYLAN LABORATORIES LIMITED**



Jitendra Khaire
 Head of Human Relations –
 OSD Manufacturing Site – I & II



Mylan Laboratories Limited

Plot No. 564/A/22, Road No. 92, Jubilee Hills
Hyderabad - 500 096, Telangana, India
Tel: +91-40-30866666, 23550543, Fax: 30866699
E-mail : mylan.india@mylan.in
Web : www.mylanlabs.in
CIN : U24231TG1984PLC005146

MLL/NSK/HR/22/12/1576
22nd December 2022

Confidential

Gaurang Ambekar.
Flat No.06,
Ankur Apartment,
Samarth Nagar.
District: Aurangabad.
State: - Maharashtra 431 001.

Dear Gaurang Ambekar,

Sub: Letter of Intent

This has reference to your application form and the discussions we had with you. We are pleased to offer you the position of **Associate Trainee at Grade 30 in Quality Control Department** in our organization, on the following terms & conditions:

1. Your Total Compensation will be **Rs.3,25,000/- (Rupees Three Lakh Twenty-Five Thousand Only)** per annum (inclusive of all annual and statutory benefits).
2. You will be under training for one year.
3. You will be based at **Nashik**. It is a condition of your employment that you agree to be transferred to any establishment, subsidiary, branch, unit, section, department or division that now exists or may be set up in future as the Company considers expedient. Upon such transfer, you will be governed by the rules and regulations as applicable to the location / unit of the Company.
4. You are required to sign a separate Secrecy and confidentiality agreement at the time of joining.
5. A formal letter of appointment will be issued at the time of joining.
6. You are requested to undergo pre-employment medical check-up, which will be conducted either by the company or by an individual. **This offer of appointment is subject to your medical fitness.**
7. You are requested to bring the photocopies of the following documents for submission and originals of the same for verification at the time of reporting for duty at **Nashik**:
 - a. Proof of date of birth / SSLC / HSC certificate stating date of birth.
 - b. Educational Qualification Certificates.
 - c. Two reference letters from acquaintances other than relatives.
 - d. Passport / Driving license copy.
 - e. Three pass port and four stamp size photographs. Stamp size photographs of dependents – Two each (dependent - parents, spouse & children).
8. If you intend to leave the services of the Company, you have to give 90 days prior notice in writing or Notice Pay in lieu thereof and vice-versa, which may be modified and the same will be notified.

We request you to join the organization at the earliest, however not later than, **21st January 2023**. Kindly sign the duplicate copy of this offer as an acceptance and confirm the date by which you will be joining the organization.

Please confirm your acceptance on or before, 28th December 2022 otherwise your offer would stand void.

We look forward to having you in our team.

Thanking you,
Yours faithfully,

For **MYLAN LABORATORIES LIMITED**

for
Jitendra Khaire
Head of Human Relations –
OSD Manufacturing Site – I & II

I accept the above terms