



HR/ FY 2022/ LOI

19<sup>th</sup> September 2022

To,  
Mr. Ketan Babasaheb Tagare,  
At Post. Wahegaon,  
Tq. Gangapur, Dist. Aurangabad.

Dear Tagare,

This has been reference to your application and subsequent interview with us we are pleased to offer you a position of **Trainee-Process in Trainee Grade** with our organisation with headquarters at Aurangabad.

You are advised to join us as early as possible as but not later than **20<sup>th</sup> September 2022**.

The formal letter of Appointment will be issued to you subsequently on joining the Organization on the terms and conditions mutually discussed and agreed upon.

Please ensure to carry all the related documents to complete the joining formalities as per attached list.

Please note that your offer would be subject to pre-employment background and medical fitness tests.

We congratulate you and hope you will contribute valued association with us.

So I take opportunity to welcome you in RNVDMML.

Please give us acceptance by revert mail that you have accepted the offer.

Yours Faithfully

For Radico NV Distilleries Maharashtra Ltd

  
Dinesh Pund  
Sr. Manager – HR & ADMIN



**Radico NV Distilleries Maharashtra Ltd.**  
(Formerly : Shetkari Baliraja Sugars Ltd.)

Works & Regd. Office : D-192 to D-195, MIDC Shendra Five Star Industrial Area, Aurangabad - 431154.

Tel.: (0240) 2622048, Fax : (0240) 2622050.

CIN No. U15429MH2000PLC193208



20<sup>th</sup> September 2022

Mr. Ketan Babasaheb Tagare,  
At Post Wahegaon,  
Tq. Gangapur, Dist. Aurangabad.

**LETTER OF ENGAGEMENT**

Dear Tagare,

With reference to the application / Bio-data and subsequent interview you had with us, we are pleased to engage you as **Trainee- Process in Trainee Grade** on the following terms and conditions:-

**1. Date of Engagement**

Your engagement as **Trainee** is effective from the date of your joining i.e. **20<sup>th</sup> September 2022**

**2. Stipend and other benefits**

You will be paid a Basic Stipend of Rs.15 000/- (Rs. Fifteen Thousand Only) per month.

You will be paid House Rent Allowance of Rs. 750/-(Rs. Seven Hundred Fifty Only) per month.

You will be paid Special Allowance of Rs. 228/-(Rs. Two Hundred Twenty Eight Only) per month.

You will participate in the Company's Provident Fund scheme & ESIC as applicable to your category of employees.

You will be entitled to all statutory benefits as per Company's rules.


**3. Training Period**

You will be on Training for a period of **One Year** from the date of your Engagement however your engagement can be terminated without any notice and without assigning any reason thereof.

On Completion of Satisfactory training if vacancy available, you will be absorbs in employment & then you will be on probation for period Six Month, if you found suitable for the position during same position period, shall be consider for confirmation in regular service.

**4. Other Work**

During Your training period (and further period if confirmed after probation ) You will not take up any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly in any other trade or business during your employment with the company, without permission in writing of the Management.

  
Dinesh P. Pund

Ketan Tagare



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