



संस्थापन सेवाएं (भर्ती) / Establishment Services (Recruitment)  
भारतीय प्रौद्योगिकी संस्थान रुड़की / Indian Institute of Technology Roorkee  
रुड़की / Roorkee 247667 (उत्तराखण्ड / Uttarakhand)  
Tel : 01332- 284563

No.Estt.(A)/ **7718**/E-5869

Dated: **28** March 2022

**कार्यालय ज्ञापन / OFFICE MEMORANDUM**

Dr. Swastika Banerjee has joined this Institute as Assistant Professor Grade-I in the Department of Chemistry on forenoon of 15.03.2022. The pay has been fixed as under in the Academic Pay Level-12 as per the terms and conditions laid down in the offer letter No. Estt.(A)/7092/E-5869 dated 01.09.2021.

Date	Academic Pay Level	Basic Pay
15.03.2022 (F.N.)	12	Rs. 1,04,500/-

The date of next increment will be 01.01.2023 and thereafter 01<sup>st</sup> January every year provided there is no interruption for any other reason.

सहायक कुलसचिव (भर्ती-I)  
**Assistant Registrar (Rect.-I)**

Dr. Swastika Banerjee  
Assistant Professor Grade-I  
Department of Chemistry  
**IIT Roorkee**

प्रतिलिपि / Copy to:

1. Director.
2. Dean of Faculty Affairs.
3. Head, Department of Chemistry.
4. Dean Finance & Planning.
5. Finance Officer.
6. Assistant Registrar (Meeting).
7. Supt. Establishment Services (Wing 'A') alongwith the complete file.

404  
9/5/22



Indian Institute of Technology Hyderabad  
Kandi, Sangareddy - 502 284  
Telangana, INDIA

No. IITH/HR(F)/Rectt/2022/O.O. No. 24 /240

Date: May 9<sup>th</sup>, 2022

OFFICE ORDER

Subject to the terms and conditions laid down in the Institute's letter No. IITH/HR(F)/CHY/Spl.Rect.-2021/2022/78 dated February 11<sup>th</sup>, 2022, Dr. Arup Mahata is appointed as Assistant Professor Grade-I in the Department of Chemistry with effect from May 09<sup>th</sup>, 2022 (F.N.).

His pay is fixed at Rs. 1,04,500/- per month in pay matrix, Level 12, plus other allowances with effect from May 9<sup>th</sup>, 2022 (F.N.).

  
Director

To

Dr. Arup Mahata  
Assistant Professor Grade-I  
Department of Chemistry  
IIT Hyderabad.

Copy to:

1. Finance & Accounts - with a request to draw the salary from the date of joining.
2. Personal file
3. Office Order file
4. Admin

To,

**Sanat Ghosh  
Mumbai**

**Dear Sanat Ghosh**

### Offer Letter

We are pleased to offer you employment in our organization Adecco India Private Limited, situated at No 73/1, 13th Floor, Summit B Brigade Metropolis, Garudachar Palya Mahadevapura, Whitefield Main Road, Bengaluru- 560048 a **Research Scientist** for a fixed period of employment on the following terms and conditions:

1. The term of your employment shall be valid for a period of **1 Year** from **02-Aug -2021** to **01-Aug-2022** now with standing this, in the event of the project/work/deputation for which you are being employed terminates before the aforementioned period; this Contract shall be co-terminus with the project/work.
2. You shall report to work on **02-Aug-2021** at **M/s Applied Materials India, Mumbai**.
3. Details of your salary break up with components are as per the enclosure attached herewith.
4. This contract shall be terminable by either party giving one month notice in writing or gross salary in lieu of notice, to the other party.
5. You will, with effect from **02-Aug-2021** be deputed by the Company to work at the client's office/ premises at any of their locations, either onsite or offshore.
6. You will be governed by the policies of the organization with respect to casual leave and holidays (National and Festival).

In addition, to the terms of appointment mentioned above, you are also governed by the standard employment rules of the company, which are attached along with this letter. The combined rules and procedures as contained in this letter and the annexure will constitute the standard employment rules and you are required to read both of them in conjunction. Your net salary/reimbursement amount due, if any, shall be credited to your savings bank account opened for this purpose.

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards,

Yours truly,  
For **Adecco India Pvt. Ltd.**,

**Authorized Signatory**

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**Enclosures: - (i) Compensation sheet; (ii) Standard Terms of Employment**

I hereby understand, acceptance the above-mentioned terms and conditions.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Compensation Sheet

Name:	Sanat Ghosh	
Designation	Research Scientist	
Heads	Monthly	Annually
Basic	50000.00	600000.00
HRA	25000.00	300000.00
Conveyance Allowances	50000.00	600000.00
<b>Sub Total Gross (A)</b>	<b>125000.00</b>	<b>1500000.00</b>
Contribution to PF @ 12% of Basic	6000.00	72000.00
Contribution to PF Admin Charges & EDLI @ 1% of basic	500.00	6000.00
ESI Conn @ 3.25%	0.00	0.00
Insurance	699.00	8388.00
WC	225.00	2700.00
Sub Total (B)	<b>7424.00</b>	<b>89088.00</b>
<b>Cost to Company: (A)+(B)</b>	<b>132424.00</b>	<b>1589088.00</b>
Less:		
Employee Cont. to PF	6000.00	72000.00
ESI @ 0.75%	0.00	.00
PT	200.00	2400.00
<b>Sub Total of deductions (C)</b>	<b>6200.00</b>	<b>74400.00</b>
<b>Take home</b>	<b>118800.00</b>	<b>1425600.00</b>
Relocation Allowances	50000.00	

<b>Insurance cover applicable: -</b>
Group Personal Accident Insurance of Rs. 800000/-
Mediclaim Insurance of Rs. 200000/-

- Gratuity as per Gratuity Act
- You may be eligible for an annual performance bonus ("Performance Bonus") paid out on the basis of individual performance. The Performance Bonus is a target incentive amount based solely on Adecco India Private Limited's discretion, and the applicable payout amount can vary depending on personal performance. To participate in Performance Bonus payout, the individual's hire date should be on or before the July 31<sup>st</sup>
- Food coupons have been added to your Gross Salary / CTC based on your preference for the mode of payment. This cannot be changed until next Financial Year.

## **STANDARD TERMS OF EMPLOYMENT**

### **1. VALIDITY TERM OF EMPLOYMENT:**

1.1. Notwithstanding anything above, depending upon the aforementioned project/ work/deputation, the Company reserves its right to extend/renew your temporary appointment for such period or periods as may be necessary depending upon the exigencies relating to the work for which you are hereby engaged. In that event, the Company shall in writing extend/renew your temporary assignment on the term as may be indicated in such letter and in the event of your acceptance of such extension/renewal of the assignment; you shall be governed by such terms and conditions as may be indicated therein.

1.2. It is specifically understood by you that during term of your employment, you shall neither seek nor accept to be employed, engaged, hired by or in any manner whatsoever, render services to any third party either in India or abroad whether on deputation or otherwise. This obligation shall be binding on you whether the said third party is engaged in similar business as the Company or otherwise.

1.3. You shall be required to complete the joining formalities as per the list enclosed. These formalities are required as a part of compliance. You should therefore complete the said formalities immediately but not later than 10 days from the date of joining the service. You may please note that in the event you fail to complete the formalities within the stipulated time the company may be constrained to cancel the appointment and relieve you from the service. Further the salary payable to you will be adjusted towards the dues. We expect you not to place yourself in such situation.

1.4. Your appointment is being made on the basis of your particulars such as qualifications, etc. as given in your application for employment and in case any information, as given by you, is found false or incorrect, your appointment will be deemed void and liable for termination without notice.

1.5 In case there is any change in your residential address, you will intimate the same in writing to us within three days from the date of such change and get such change of address recorded.

### **2. COMPENSATION:**

2.1. You will be entitled to an employer's contribution of Provident Fund as per the rules applicable.

2.2. You will be covered under a Group Accident Insurance Scheme and medical claim as applicable to your level as detailed in the enclosure attached.

2.3. You will be entitled to all other statutory benefits wherever applicable during the period of this Contract.

### **3. TERMINATION:**

3.1. At the time of termination of the employment due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary, or any other payment owed to you under the terms of your employment.

#### 4. DISCRETION:

- 4.1. Your employment is subject to you being certified medically fit by a registered medical practitioner.
- 4.2. During the period of this Contract, your services could be deputed at the sole discretion of the Company to any of the company's clients to do work pertaining to or incidental to such Client's business. Such deputation will be communicated to you by way of a letter from the Company, and this will be effective from the date mentioned in such letter.

#### 5. DEPUTATION:

- 5.1. During the tenure of the deputation, you will continue to be an employee of the Company and your compensation and applicable allowances shall be payable only by the Company. In this regard, you shall not be entitled to receive any payments, either as fees, expenses, reimbursement or such other allowance, directly from the Client to whose site you may be deputed.

#### 6. RULES/POLICIES OF THE CLIENT:

- 6.1. In the day-to-day functioning or carrying out your responsibilities and duties, you will receive instructions from the Client and will undertake to abide by any suggestions, etc. given by any assigned person(s).
- 6.2. You shall also abide by any training that may be offered to you by the Client.
- 6.3. You shall be bound to follow the working hours of the Client's organization.
- 6.4. You will follow industry standard work practices and Client's applicable policies, including but not limited to, Client's sexual harassment policy as amended from time to time, procedures, and requirements.

#### 7. NON - DISCLOSURE:

- 7.1. You shall take care not to disclose or divulge confidential information/trade secrets, etc. belonging either to the Company or to the Client, that you may come across in the course of your responsibilities either to the Company and/ or to the Client or to anyone outside the Client's organization and you shall use such confidential Information only in connection with the services provided by you to such Client.
- 7.2. Further, you shall not utilize any Confidential Information acquired in consequence of your employment for your benefit or for the benefit of any third party other than the Company or its Client who has disclosed such Confidential Information or for whom you have created the Confidential Information.

#### 8. ASSIGNMENT OF INTELLECTUAL PROPERTY RIGHTS;

- 8.1. You are employed by the company on the express understanding that all services provided by you whether at the Company site(s) or on deputation, are being done on behalf of the company or its clients. Consequently, any and all intellectual property rights (including but not limited to patents, copyrights, trademarks, etc.) arising therein shall be owned exclusively by the Company or its clients to whom you may be providing the services on deputation. In this regard, it shall be deemed that you have provided your consent for the assignment of any and all intellectual property rights developed either solely by you or jointly with the Company or its clients exclusively and solely either in favor of the Company or its clients and you shall do all such acts as may be necessary to ensure that the ownership of all such intellectual property rights vests solely with the company or its clients, as the case may be.

#### 9. LIABILITY:

- 9.1. You shall at no point of time make any claim or assert any right to employment, damage, loss or compensation of any sort whatsoever against the Client. This arrangement of deputation is purely a contractual agreement between the Company and the Client for the time specified.
- 9.2. Further upon the lapse of your term of employment with the Company or earlier termination thereof, you shall have no right or claim against the Company for continued employment and in this regard, the Company does not guarantee or warrant any continued employment after the term of employment or earlier termination thereof.

9.3. You shall not engage in any act subversive of discipline in the course of your duty/duties for the Client either within the Client's organization or outside it, and if you were at anytime found indulging in such act / s, the Company shall reserve the right to initiate disciplinary action as is deemed fit, against you.

## 10. INDEMNITY:

10.1 You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall indemnify the client if there is a loss of any kind to the said property.

All other terms and conditions of your employment remain unchanged.

We want you to understand that this is a rapidly growing company. It is a challenging environment that will require a lot of time and effort on your part. The Company is an evolving organization that can provide opportunities to individuals with talent that are committed to reaching our corporate goals. The Company provides a work environment that inspires creativity, outstanding client service, attention to detail and personal advancement. This is the kind of work environment that brings the best in our employees and in turn brings the best in our Clients. We welcome your experience and skills to our team and expect your effort and talent to be a part of our growth and success.

You are requested to provide the following documents as mentioned in (1.3), within 10 days of your reporting, to duty at our client's site.

- Aadhar card for proof of identity, proof date of birth and proof of address.
- Educational certificates
- ESI declaration in Form 1, PF nomination in Form 2 and Gratuity Nomination in "Form F"
- PAN Card, Bank A/C details with proof
- Six passport size photographs
- Experience certificates and relieving letter from your previous employer (if applicable).
- Proof of your last drawn salary (if applicable)



भारत सरकार / GOVERNMENT OF INDIA  
खान मंत्रालय / MINISTRY OF MINES  
भारतीय भूवैज्ञानिक सर्वेक्षण / GEOLOGICAL SURVEY OF INDIA  
केंद्रीय मुख्यालय / CENTRAL HEADQUARTERS  
27, जवाहरलाल नेहरू रोड / 27, JAWAHARLAL NEHRU ROAD  
कोलकाता / KOLKATA-700 016  
Tele/Fax: 033-22520391

सं/No. 4658/SP-A /A-19012/(3A-MK)/2021-Pers.I

दिनांक / Dated, the 15 Dec., 2021.

**ज्ञापन / MEMORANDUM**

On the basis of recommendation made by the Union Public Service Commission vide letter F.No.1/1/2020/E-XV dated 02.09.2021 & Ministry of Mines letter F. No. 4/2/2019-M.II, dated 06.12.2021, the President is pleased to offer appointment to **Shri/Smt. MAINAK KARMAKAR [Roll No:691512, Category: OBC]** to the post of **CHEMIST [Central Chemical Service Group 'A'] in Geological Survey of India (GSI)** in Pay Matrix Level-10 in the Pay Scale of Rs. 56,100/- – 1,77,500/- on the following terms & conditions:

1. (i) The offer of appointment is **PROVISIONAL** subject to receipt of Police, Caste verification report(s) etc. from the concerned District Authority(ies) and any adverse report in this regard will be treated as per Rule and his/her appointment to the post of CHEMIST is liable to be terminated.
- (ii) In case character & antecedents of the candidate is found not verified or any false information is given by the candidate in his/her self-declaration, the Provisional appointment letter will be cancelled forthwith and other criminal/legal action will also be taken, as a consequence vide DOPT OM No. 18011/2(s)/2016-Estt. (B)(i), dated 29.06.2016.
- (iii) In case any of the information is found incorrect, or in case, the verification confirms that facts given by the candidate were not correct, then the appointing authority shall cancel the appointment letter forthwith. The candidate shall be rendered unfit for any Government employment and appointing authority shall undertake other criminal/civil/ legal action, as per provisions of Indian Penal Code (IPC) etc. as deemed fit.
2. He/ She will be liable to serve in any part of the Union of India. He/ She has to do **extensive field duty, as and when needed.**
3. The **initial appointment will be on probation for a period of 2 (two) years from the date of his/ her joining.** The said period of probation is liable to be extended if his/ her performance, work and conduct found unsatisfactory by the Competent Authority, as per Rules. After successful completion of probation of 2 (two) years or the extended period, the officer will be confirmed in the Service as per Rules. His/ Her appointment to the post of CHEMIST is liable to be terminated by the Government without assigning any notice during the probationary period and thereafter at one month's notice on either side. The service on probation will be governed by Rules in-force from time to time.
4. No travelling allowance for joining to the post or termination thereof will be admissible to him/ her, unless otherwise admissible to similar Government servants, under the Rules in-force from time to time.

*o/c*

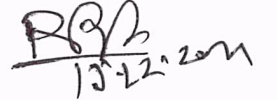


5. He/ She has to undergo induction training/ orientation course during probation and pass such examinations as may be prescribed. He/She has to undergo the training programme/ orientation course commencing from **21<sup>st</sup> January, 2022**.
6. **Shri/Smt. MAINAK KARMAKAR** is required to take oath of allegiance to the Constitution of India.
7. His/ Her pay will be fixed according to Government orders in-force from time to time. Further, **HRA is not admissible to the officer during the period of training if he/ she is provided rent free accommodation.**
8. His/ Her leave will be regulated by the provisions of Central Civil Services (CCS) Leave Rules, 1972 and the traveling allowance by the Supplementary Rules, issued by the Government of India under the Fundamental Rule/ Rules as amended from time to time, by the Government of India.
9. **If he/ she is already employed in Government/ Quasi Government/ Public Sector Undertaking etc., he/ she should get himself/ herself relieved duly observing the formalities as applicable before reporting/joining at the GSI, Training Institute, Hyderabad.**
10. The service will be governed by the Central Civil Service Rules and orders in-force from time to time and as applicable to similar Government servants consequent upon his/ her appointment to the post of **CHEMIST** in Geological Survey of India.
11. The appointee will be eligible for pension under New Restructured Defined Contribution Pension Scheme for new entrants to the Central Government service effective w.e.f. 1<sup>st</sup> January, 2004.
12. **He/She has to serve for a minimum period of 3 (three) years of service in GSI after successful completion of induction training programme/orientation course conducted by GSI Training Institute, Hyderabad, for which he/ she has to execute a Bond with GSI as per Govt. Rules and if he/ she resigns from the post of CHEMIST in GSI or otherwise within the period of Bond he/she has to pay an amount of Rs.7,00,000/- [Rupees seven lakhs only] to the concerned Head of Office of GSI.**
13. The seniority of the candidates will be determined as per the instructions of DoP&T/UPSC on the subject.
14. The original certificates in support of his/ her date of birth, educational qualifications, experiences, caste (SC/ST/OBC), PH etc. as submitted by him/ her to the Commission have to be produced before GSI authorities at the time of joining to the aforementioned post for verification. The photocopies of all the Certificates/documents in 3 (three) sets also have to be produced. If any discrepancy is found at a later stage, appropriate necessary action as per relevant rules/ guidelines will be taken against him/ her.
15. He/ She must furnish the following documents duly filled and signed at the time of reporting for duty:
  - (a) Bond, duly Notarized (Proforma enclosed at Annexure - I).
  - (b) Identity Proof and *Character & Antecedent Certificates* (Proforma enclosed at Annexure - II).
  - (c) Declarations on marriage, Date of Birth, Home Town, Nationality, movable & immovable property, Provident Fund & Life Insurance Policy, liquid assets, debts & other liabilities, name of the dependent members, etc. The proforma of such documents will be provided at the time of reporting for duty at **GSI, Training Institute, Hyderabad.**

He/ She will not be allowed to join duty till he/ she produces all the above said documents to the entire satisfaction of the authority of GSI, Training Institute, Hyderabad.

16. The appointment of the candidate who belongs to OBC/EWS community is provisional and is subject to the community certificate being verified through the proper channels. If the verification reveals that the claim of the candidate to belong to Other Backward Classes or not to belong to creamy layer is false, his/ her services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of Indian Penal Code for production of false certificate.
17. The appointment of the candidate who belongs to Scheduled Caste/ Scheduled Tribe community is provisional and is subject to the caste/ tribe certificates being verified through the Proper Channels and if the verification reveals that the claim to belong to Scheduled Caste or Scheduled Tribe, as the case may be, is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificate.
18. The appointment will be subject to the outcome of any case pending in the Court of Law, if any having bearing on it.
19. If any declaration given or information furnished by the candidate proved to be false or if he/ she is found to be willfully suppressed any material information, he/ she will be liable for removal from service and such other action as Government may deem necessary.

If the terms & conditions mentioned above are acceptable to **Shri/Smt. MAINAK KARMAKAR**, he/ she may convey his/ her acceptance by sending a consent letter to the Deputy Director General, Geological Survey of India, Training Institute, GSI Complex, Bandlaguda, Hyderabad - 500 068 immediately (tel.: 040-2422 5004; fax: 040-2422 5029; e-mail: hod.gsi@gsi.gov.in) under intimation to this Office. On his/ her acceptance of the offer of appointment, **Shri/Smt. MAINAK KARMAKAR** should join the said post on 19<sup>th</sup> /20<sup>th</sup> January, 2022 in the office of the Deputy Director General, Geological Survey of India, Training Institute, GSI Complex, Bandlaguda, Hyderabad - 500 068, failing which the offer of appointment will be treated as cancelled and withdrawn.



(डॉ. रणजीत कुमार सिंह)/(Dr. Ranjit Kumar Singh)

उप निदेशक (का. एवं प्र.)/Dy. Director (P & A)

अनुभाग:कार्मिक-1, भा.भू.स, केंद्रीय मुख्यालय, /Section-Pers.I, GSI, CHQ,  
15 ए&बी, किड स्ट्रीट/15A & B Kyd. Street,

कोलकाता/Kolkata- 700016

कृते महानिदेशक, भा. भू. स./for Director General, GSI

टेलीफोन/telephone: 033-22520391

To  
**Shri/Smt. MAINAK KARMAKAR,**  
Village-Jaugram, PO Jaugram  
Near Badarsahebtala  
District-Purba Bardhaman  
West Bengal  
PINCODE- 713166

सं/No. 4659/SP-II /A-19012/(3A-MK)/2020-Pers.I


दिनांक/Dated, the 15 Dec., 2021

Copy forwarded for information and necessary action to:

1. (i) The Deputy Director General, Geological Survey of India, Training Institute, GSI Complex, Bandlaguda, Hyderabad - 500 068. As soon as **Shri/Smt. MAINAK KARMAKAR**[Roll No.: 691512 **Category: OBC**] reports for duty as **Chemist**, please get the following documents completed and signed by him/ her **in duplicate**. Thereafter, one copy of each document, **duly certified**, may kindly be sent to this office for issuance of necessary Notification.
- (a) Charge Report.
  - (b) Three specimen signatures on a blank sheet of paper **duly attested by a Gazetted Officer of GSI, Training Institute, Hyderabad.**
  - (c) Oath of Allegiance to be taken & signed by the appointee and **countersigned by a Gazetted Officer of GSI, Training Institute, Hyderabad, with the remarks that the same has been taken in his/ her presence.**
  - (d) Declarations regarding his/ her marriage, date of birth. **At the bottom of the above declaration form, it may please be certified by a Gazetted Officer of this Department** that he/ she has verified the date of birth and educational qualification of the candidate with reference to his/ her original relevant Certificates and other educational Certificates.
  - (e) Proforma for ascertaining his/ her knowledge in Hindi.
  - (f) Home Town declaration **to be certified by the Controlling Officer in token of having accepted the declaration and countersigned by the Head of the Department, GSI, Training Institute, Hyderabad.**
  - (g) Nationality of relations.
  - (h) Statement of movable property on first appointment.
  - (i) Statement of immovable property on first appointment.
  - (j) Statement of Provident Fund and Life Insurance Policy on first appointment.
  - (k) Statement of liquid assets on first appointment.
  - (l) Statement of debts and other liabilities on first appointment.
  - (m) Declaration of dependent members (as per DOPT OM dated 10.12.2008) at the time of joining.
- (ii) **Shri/Smt. MAINAK KARMAKAR** has to submit duly filled-in requisite proforma for Identity Proof and *Character & Antecedent Certificates*.
- (iii) A Bond on Non-Judicial Stamp Paper of Rs.100/- (Rupees one hundred) is to be executed as mentioned at Para-12 of the Memorandum in terms of DoPT OM No. 28021/1/84-Estt.(c) dated 14.11.1984.
- (iv) With reference to Ministry of Mines OM No. 20/17/2009-M-II (HPC) dated 01.01.2010, it is requested to take appropriate action for induction training to **Shri/Smt. MAINAK KARMAKAR** newly appointed candidates in GSI Training Institute. It is further requested that the desirability of arranging additional training/coaching SC/ST/OBC candidates may be considered in accordance with the instructions contained in the Ministry of Home Affairs OM No. 2/11/55-HPS dated 07.05.1955.
- (v) The pay of the candidate will be fixed according to Government orders in-force fromtime to time. Further, **HRA is not admissible to the officer during the period of training, if he/ she is provided rent free accommodation.**
- (vi) The offer of appointment to **Shri/Smt. MAINAK KARMAKAR** is **PROVISIONAL** subject to receipt of Character & Antecedents/Caste Certificate(SC/ST/OBC) verification reports.
- (vii) After completion of joining formalities, opening of Service Book of the candidate is to be completed by the GSI, Training Institute, Hyderabad.
- (viii) On verification of his/ her all original certificates, the concerned Officer of GSI, Training Institute, Hyderabad, will attest the true copies of such Certificates and keep them properly in

his/ her Service Book. One set of copies of such attested certificate is to be sent to CHQ. Thereafter, the originals may be returned to him/ her by the Deputy Director General, GSI, Training Institute, GSI Complex, Bandlaguda, Hyderabad - 500068 with acknowledgement of **Shri/Smt. MAINAK KARMAKAR**.

- (ix) A formal office order appointing **Shri/Smt. MAINAK KARMAKAR** as **CHEMIST** in the Office of Geological Survey of India with initial posting for compulsory induction training programme at GSI Training Institute, Hyderabad will be issued by the Deputy Director General, GSI, Training Institute, Hyderabad after he/she assumes the charge of the said post of **CHEMIST** at the office of Deputy Director General, GSI, Training Institute, Hyderabad. Based on that Office Order, Pay & Accounts Office, GSI, Hyderabad will allow payment of salary in respect of **Shri/Smt. MAINAK KARMAKAR** from the date of his/ her assumption of the charge to the post of **CHEMIST** in GSI. The said order will also contain the pay fixed (provisional or regular) in respect of **Shri/Smt. MAINAK KARMAKAR** in the pay structure attached to the post of **CHEMIST**.
- (x) In case of non-joining of **Shri/Smt. MAINAK KARMAKAR** to the post of **CHEMIST** within the stipulated time, the matter may be intimated to the undersigned immediately.
- (xi) Attestation Form and Medical report (in original) in respect of **Shri/Smt. MAINAK KARMAKAR** is enclosed.

  
15.12.2021

(डॉ. रणजीत कुमार सिंह)/(Dr. Ranjit Kumar Singh)

उप निदेशक (का. एवं प्र.)/Dy. Director (P & A)

अनुभाग:कार्मिक-1, भा.भू.स, केंद्रीय मुख्यालय, /Section-Pers.I, GSI, CHQ,

15 ए&बी, किड स्ट्रीट/15A & B Kyd. Street,

कोलकाता/Kolkata- 700016

कृते महानिदेशक, भा. भू. स./for Director General, GSI

टेलीफोन/telephone: 033-22520391

0/L





GOVERNMENT OF INDIA

MINISTRY OF FINANCE, DEPARTMENT OF REVENUE

OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL GOODS & SERVICES TAX  
HOWRAH COMMISSIONERATE

CUSTOM HOUSE, M.S. BUILDING, 15/1, STRAND ROAD, KOLKATA- 700001

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**ज्ञापन/MEMORANDUM**

**(नियुक्ति प्रस्ताव)**

**(OFFER OF APPOINTMENT)**

1. केंद्रीय माल व सेवाकर एवं केंद्रीय उत्पाद शुल्क प्रधान आयुक्त का कार्यालय, हावड़ा आयुक्तालय, कोलकाता ज़ोन, में श्री/ सुश्री ARITRI ROY (जन्म तिथि 15.02.1994; रैंक 2241 अनुक्रमांक 4405011139 श्रेणी OBC) को निरीक्षक पद पर अधोहस्ताक्षरी एतद्वारा नियुक्ति प्रस्ताव देते हैं।
  - 1) The undersigned hereby offers Shri/Ms. ARITRI ROY (D.O.B: 15.02.1994; Rank: 2241; Roll Number: 4405011139; Category: OBC) the post of Inspector of Central GST & Central Excise in the office of the Principal Commissioner of Central Goods & Service Tax, Howrah Commissionerate, Kolkata Zone.
  - 2) केंद्रीय सिविल सेवा (संशोधित वेतन) नियम, 2016 के अनुसार इस पोस्ट में पे मैट्रिक्स का स्तर-7 (44,900-1,42,400 रुपए) का वेतन मान है (पी वी 2 के पूर्व संशोधित वेतनमान (9,300- 34,800+ ग्रेड पे 4600)। यदि आप पहले से ही सरकारी कर्मचारी हैं, तो आपका उपरोक्त वेतन उस समय प्रचलित नियमों और शर्तों के अनुसार तय किया जाएगा। यदि आप सरकारी कर्मचारी नहीं हैं, तो आप पद के न्यूनतम वेतनमान के हकदार होंगे। मौजूदा आदेशों तथा भारत सरकार द्वारा समय-समय पर स्वीकृत किए जाने वाले अन्य भत्ते के अनुसार आप मंहगाई भत्ता तथा अन्य भत्ता पाने के हकदार होंगे, बशर्ते ऐसे नियमों के अनुदान को नियंत्रित करने वाले नियमों और आदेशों के अधीन हों।  
This post carries the Pay Scale of Level-7 (Rs.44,900 - 1,42,400) in Pay Matrix as per Central Civil Services (Revised Pay) Rules, 2016 (pre-revised Pay Scale of PB-2 (9300-34800 + GP-4600). If you are already a Government servant, your pay will be fixed in the above scale in accordance with rules and conditions prevailing at the time. If you are not a Government servant, you will be entitled to the minimum of the pay scale of the post. You will be entitled to dearness allowance and other allowances as admissible, as per the existing orders and any other allowances that may be sanctioned by the Government of India from time to time subject to the rules and orders governing the grant of such allowances etc.
  - 3) आपको उक्त पद पर एतद्वारा निम्नलिखित निबंधन और शर्तों के आधार पर अस्थायी नियुक्ति प्रस्ताव दिया जाता है।  
You are hereby offered temporary appointment to the said post on the following terms and conditions:-
    - (I) आप नियुक्ति की तारीख से दो साल के लिए परीवीक्षा पर होंगे। कथित अवधि सक्षम प्राधिकारी के विवेकाधिकार पर बढ़ाया जा सकता है। परीवीक्षाधीन अवधि के संतोपजनक समापन पर, उस पद में आपकी पुष्टि के लिए विचार किया जाएगा।  
You will be on probation for two years from the date of appointment. The said period may be extended at the discretion of the Competent Authority. On satisfactory completion of probationary period, you will be considered for confirmation in the said post.
    - (II) आपको दो वर्ष के अंदर निर्धारित विभागीय परीक्षा उत्तीर्ण करनी होगी, विफल होने पर आप आगे वेतनवृद्धि का आहरण करने के पात्र नहीं होंगे तथा केंद्रीय जीएसटी और केंद्रीय

उत्पाद शुल्क के निरीक्षक के ग्रेड में स्थायी रूप से प्रतिधारण के लिए भी विचार नहीं किया जाएगा।

You should pass the prescribed Departmental Examination within two years, failing which you will not be eligible to draw further increments and also will not be considered for permanent retention in the grade of Inspector of Central GST & Central Excise.

(III) यदि आप पहले ही नियोजित हैं, तो आपको नियोक्ता से एनओसी तथा कार्यमुक्ति आदेश जमा करना होगा।

If you are already employed, you should produce NOC and relieving order from the employer.

(IV) अपने धर्म में परिवर्तन, अगर कोई हो, तो परिवर्तन को अपनाने के तुरंत बाद आपको इस कार्यालय को सूचित करना होगा।

You will have to intimate to this office the change in your religion, if any, immediately after you adopt the change.

(V) आपको बताना होगा कि आप / You should state whether you are -

(a) भारत के नागरिक है, अथवा / A citizen of India, or

(b) नेपाल के निवासी, अथवा / A subject of Nepal, or

(c) भूटान के निवासी, अथवा / A subject of Bhutan, or

(d) एक तिब्बतीय रिफ्यूजी हैं जो 1 जनवरी, 1962 से पूर्व भारत में स्थायी रूप से रहने के इरादे से आए थे।

A Tibetan refugee who came over to India before the 1st Jan, 1962 with the intention of permanently settling in India.

(e) भारतीय मूल का एक व्यक्ति जो पाकिस्तान, बर्मा, श्रीलंका और तंजानिया के संयुक्त गणराज्य (पूर्व में तांगान्याका और ज़ांज़ीबार) से भारत में स्थायी रूप से प्रवास करने के इरादे से आए हैं। बशर्ते कि श्रेणियों (बी), (सी), (डी) और (ई) से संबंधित उम्मीदवार एक व्यक्ति होगा जिसके पक्ष में पात्रता का प्रमाण-पत्र भारत सरकार द्वारा दिया गया है। श्रेणी (ई) से संबंधित उम्मीदवार के मामले में पात्रता का प्रमाण-पत्र एक वर्ष की अवधि के लिए जारी किया जाता है, जिसके बाद ऐसे उम्मीदवार को भारतीय नागरिकता प्राप्त करने के पश्चात सेवा में रखा जाएगा।

A person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India. Provided that a candidate belonging to categories (b),(c),(d) & (e) shall be a person in whose favour a certificate of eligibility has been given by the Government of India. In case of candidate belonging to category (e), the certificate of eligibility is issued for a period of one year, after which such a candidate will be retained in service subject to his having acquired Indian citizenship.

(VI) कार्यग्रहण करने पर, आपको भारत के संविधान के प्रति निष्ठा की शपथ लेनी होगी अथवा इस प्रभाव के लिए सत्यनिष्ठा अभिकथन देना होगा।

On joining the post, you will be required to take an Oath of Allegiance to the Constitution of India or make a solemn affirmation to that effect.

(VII) छुट्टी, यात्रा भत्ता, पेंशन तथा सेवा-शर्तों से संबंधित सभी अन्य मामलों के संबंध में, वे लोक-सेवा की जिस शाखा के हैं, उसके लिए अनुप्रयोज्य तथा समय-समय पर लागू नियमों तथा आदेशों द्वारा नियंत्रित रहेंगे।

In regard to Leave, Traveling Allowances, pension and all other service matters connected with service conditions, you will be governed by the rules and orders in force from time to time and applicable to the branch of public service to which you may belong.

(VIII) किसी अन्य सरकारी कार्यालय अथवा किसी अन्य स्थान पर नियुक्ति के लिए आपके नियुक्ति के अभ्यावेदन को नियुक्ति प्राधिकारी/ संवर्ग नियंत्रक प्राधिकारी/ विभागाध्यक्ष द्वारा आगे बढ़ाने अथवा रोकने का पूर्ण विवेकाधिकार होगा।

The Appointing Authority/ Cadre Controlling Authority/ Head of Department has full discretion to forward or withhold your applications for appointment in other Government offices or elsewhere.

- (IX) किसी भी स्थान पर अथवा प्रधान आयुक्त का कार्यालय, जीएसटी एवं केन्द्रीय उत्पाद शुल्क हावड़ा आयुक्तालय के किसी भी कार्यालय में और / अथवा मुख्य आयुक्त सीजीएसटी, केन्द्रीय उत्पाद शुल्क और सीमा शुल्क, कोलकाता जोन के अधिकार क्षेत्र के अंदर अथवा सक्षम प्राधिकारी की मंजूरी के साथ किसी अन्य स्थान पर सेवा करने के लिए नियुक्ति अपने साथ दायित्व वहन करती है।

The appointment carries with it the liability to serve at any place or in any office of the Principal Commissioner of Howrah CGST & Central Excise Commissionerate and/ or within the jurisdiction of the Principal Chief Commissioner Central GST, Central Excise & Customs, Kolkata Zone or any other place with the approval of the Competent Authority. Therefore, you are liable to be transferred and posted to any Commissionerate/ Formations in the above jurisdiction or any other place/ jurisdiction as the Competent Authority may decide.

- (X) आपको ध्यान रखना चाहिए कि यह नियुक्ति पूरी तरह से अस्थायी है। उपरोक्त विषय पर आपकी वरिष्ठता मौजूदा आदेशों के आधार पर तय की जाएगी।  
You should note that the appointment is purely provisional. Your seniority will be fixed as per existing orders on the subject.

- 4) केन्द्रीय सिविल सेवा (अस्थायी सेवा) नियमावली, 1965 के अनुसार आपकी सेवाएँ, किसी एक की ओर से एक महीने की नोटिस पर, बिना कोई कारण बताए, समाप्त होगी। तथापि, नियुक्ति प्राधिकारी को यह अधिकार होगा कि आपको नोटिस की अवधि के लिए अथवा उस अवधि के असमाप्त हिस्से के लिए वेतन और भत्ते के बराबर की राशि का भुगतान करके आपकी सेवाओं को वह तत्काल समाप्त करें अथवा नोटिस की निर्धारित अवधि की समाप्ति से पहले समाप्त करें।  
Your services will be liable to be terminated on one month's notice from either side in accordance with the Central Civil Service (Temporary Service) Rules, 1965, without assigning any reasons. The Appointing Authority, however, reserves the right of terminating your services forthwith or before the expiration of the stipulated period of notice by making payment of a sum equivalent to the pay and allowances for the period of notice or the unexpired portion thereof.
- 5) यह नियुक्ति प्रस्ताव पूर्णतः अस्थायी है तथा संबंधित पुलिस अधिकारियों से पूर्ववृत्त सत्यापन रिपोर्ट की प्राप्ति पर निर्भर है। यदि संबंधित पुलिस अधिकारियों से कोई प्रतिकूल रिपोर्ट प्राप्त होती है तो कर्मचारियों की सेवाएँ, कोई कारण अथवा नोटिस दिए बिना तत्काल समाप्त कर दी जाएंगी।  
**This offer of appointment is purely provisional and is subject to receipt of the antecedent verification report from the concerned District/ Police Authorities.** In case, any adverse/ negative report is received from the concerned District/ Police Authorities, the services will be terminated immediately without assigning any reason or notice.
- 6) यह नियुक्ति अनुसूचित जाति/ अनुसूचित जन-जाति/अन्य पिछड़े वर्ग प्रमाण-पत्र/ शिक्षा, जन्मतिथि, मूल निवास तथा चरित्र/पूर्ववृत्त से संबंधित अन्य प्रमाण-पत्रों तथा दस्तावेजों को उचित माध्यम से सत्यापन के अधीन हैं और अगर अनुसूचित जाति, अनुसूचित जनजाति, अथवा अन्य पिछड़े वर्ग के होने का दावा, जैसा भी मामला हो, गलत पाया जाता है अथवा कोई अन्य दस्तावेजों/प्रमाण-पत्रों के गलत पाए जाने पर, बिना कारण बताए तथा जाली प्रमाण-पत्र प्रस्तुत करने लिए भारतीय दंड संहिता / कानून के प्रावधानों के अंतर्गत आगे की जाने वाली कार्रवाई पर प्रतिकूल प्रभाव डाले बिना, सेवा को तत्काल समाप्त कर दिया जाएगा।  
The appointment is subject to the Scheduled Caste (SC)/ Scheduled Tribe (ST)/ Other Backward Class (OBC) certificate/ other certificates and documents relating to



education, birth, domicile and character/ antecedents being verified through proper channel and if the verification reveals that the claim to belong to the SC, ST or OBC as the case may be or any other documents/ certificates are found to be false, the services will be terminated forthwith without assigning any reason and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code/ law for production of false certificate.

7) भारत सरकार के अधीन सेवाओं में भर्ती के लिए चालू मुसंगत नियमों के अनुसरण में,

In accordance with the relevant rules in force in regard to the recruitment to services under the Government of India,

(a) कोई ऐसा व्यक्ति, जिसकी एक से अधिक पत्नी जीवित है अथवा जो एक पत्नी के जीवित होते हुए दूसरा विवाह कर लेता है, हलाकि पत्नी के जीवन काल में घटित होने के कारण वह विवाह अमान्य है, नियुक्ति के लिए पात्र नहीं होगा बशर्ते कि केन्द्र सरकार किसी व्यक्ति के संबंध में उपर्युक्त नियम के लागू होने से छूट दे सकती है, यदि वह मंजुट है कि ऐसा आदेश देने के विशेष कारण हैं।

No person who has more than one wife living or who, having a spouse living, contracts to a second marriage, though such marriage is void by reason of its taking place during the life-time of such spouse, shall be eligible for appointment to service, provided that the Central Government may, if satisfied that there are special grounds for so ordering, exempt any person from the operation of this rule.

(b) कोई ऐसी स्त्री, जिसकी शादी उसके पति के जीवन-काल में घटित होने के कारण से अमान्य हो अथवा जिसने किसी ऐसे व्यक्ति से विवाह किया हो, जिसकी पत्नी उक्त विवाह के समय जीवित हो, नियुक्ति के पात्र नहीं होंगी बशर्ते कि भारत सरकार ने मंजुट होकर कि ऐसा आदेश देने के विशेष कारण है, उसे छूट दी है।

No such woman whose marriage is void by reason of its taking place during the life-time of her spouse or who have married to such a person whose wife is living at the time of marriage shall be eligible for appointment in service unless the Government of India has granted exemption to such a woman in accordance with this rule after being satisfied that there are special grounds for so ordering.

8) आप यह भी नोट करें कि कार्यालय में तथा सरकार द्वारा अपने कर्मचारियों पर लागू नियम, अनुशासन तथा आचरण का पालन करना होगा। आप किसी भी प्रकार के अनुशासनहीनता वाले कार्यकलापों में शामिल नहीं होंगे।

You should also note that you have to conform to the rules, discipline and conduct prevailing in the office and those imposed by the Government on all their employees. You shall not indulge in activities considered as indiscipline in any manner.

9) यदि आपके द्वारा की गई कोई घोषणा अथवा सूचना गलत पाई जाती है अथवा यह पाया जाता है कि आपके द्वारा विवाह संबंधी सूचना को जानबूझकर छुपाया गया है, तो आपको सेवा से निष्कासित कर दिया जाएगा तथा आवश्यक मानी जाने वाली ऐसी अन्य कार्रवाई आपके खिलाफ की जा सकती है।

If any declaration given or information furnished by you is proved to be false or if you are found to have wilfully suppressed any material information, you will be liable to be removed from service and such other action as may be deemed necessary, may be initiated against you.

10) यदि पहले जमा नहीं किया गया है, तो आपकी नियुक्ति निम्नलिखित दस्तावेजों को जमा करने / सत्यापन होने पर निर्भर है तथा इनको जमा नहीं करने पर आपको कार्यग्रहण करने की अनुमति नहीं दी जाएगी।

Your Appointment is subject to submission/ verification of the following documents, **if not already submitted** and you will not be allowed to join in case of non-submission of the same:-

- Caste Certificate (Annexure-5)

- SSC/ HSC/ Degree Certificate
- Character certificate (Annexure-3)
- Medical/ Fitness Certificate (Annexure-2)
- Attestation Form (Annexure-7)
- Relieving order and NOC from the present employer, if you are an employee.
- Declaration as per Annexure-1, 4, 6, 8, 10, 11, 12, 13, 14 & 15.

11) आपको भारत सरकार अथवा किसी भी राज्य सरकार के अधीन अपने पूर्व रोजगार संबंधी विवरण को संलग्न फार्म (अनुलग्नक -4) में लिखित रूप में देना होगा तथा इसे तीन प्रतियों में मूल प्रति के साथ कार्यग्रहण के समय प्रस्तुत करना होगा।

You must give a statement in writing giving full information of your previous employment/s, if any, under the Government of India or under any State Government in the enclosed form (Annexure-4) and triplicate photocopies of the same along with the original are to be furnished at the time of joining.

12) यदि आप अनुसूचित जाति / जनजाति / अन्य पिछड़े वर्ग का सदस्य होने का दावा करते हैं तो आपको स्पष्ट करना होगा कि आप किस अनुसूचित जाति / अनुसूचित जनजाति से हैं तथा इस आशय का प्रमाण-पत्र (यदि दस्तावेज सत्यापन के समय प्रस्तुत न किया गया हो तो) संलग्न फार्म (अनुलग्नक-5) में उल्लिखित प्राधिकारियों से प्राप्त करना होगा। कार्यग्रहण के समय इसे तीन प्रतियों में जमा करना होगा।

If you claim to be a member of the Scheduled Castes (SC)/ Tribe (ST)/ Other Backward Class (OBC) you should state specifically as Scheduled Castes/ Schedules Tribe you belong to and produce a certificate to this effect (if not produced at the time of document verification) in the enclosed form (Annexure-5) from the authorities mentioned therein. The triplicate photocopies of the same are to be furnished at the time of joining.

13) भारत सरकार के राजपत्र, असाधारण, भाग I- धारा- 1, दिनांक 22.12.2003 में प्रकाशित भारत सरकार, वित्त मंत्रालय की अधिसूचना संख्या 5/7/2003-ECB & PR, दिनांक 22.12.2003 में अधिसूचित नई पेंशन योजना के तहत आपकी नियुक्ति नियंत्रित होगी। इस संबंध में लागू नियमों के अनुसार, यह उन कर्मचारियों पर लागू नहीं होगी जो सी.सी.एम. (पेंशन) 1972 के नियम 26(2) के अंतर्गत तकनीकी त्यागपत्र देकर पुनर्नियुक्ति पर पद ग्रहण करेंगे (केवल उन उम्मीदवारों के मामले में लागू होगी जो पहले से ही भारत सरकार की पुरानी पेंशन योजना के अंतर्गत आते हैं )

Your appointment will be governed by the New Pension System as notified vide Government of India, Ministry of Finance, Notification No.5/7/2003-ECB & PR dated 22-12-2003 – published in Gazette of India, Extraordinary, Part I- Section 1, dated 22-12-2003. This will not apply to a permanent Government servant who joins the post on tendering Technical resignation under Rule 26(2) of CCS (Pension) Rules, 1972 on reappointment to the post (applicable in case of only those candidates who were already covered under the old pension scheme of Government of India), as per rules applicable in this regard.

14) जब तक आप स्थायी सरकारी कर्मचारी नहीं बनते हैं अथवा तीन साल की अस्थायी सेवा को पूरा नहीं करते हैं तब तक आप पद ग्रहण करने के लिए किसी भी यात्रा भत्ता के हकदार नहीं होंगे। You will not be entitled to any Travelling Allowance for joining the post unless you are a permanent Government servant or have completed three years of temporary service.

15) यदि आप उपरोक्त निबंधन एवं शर्तों पर इस नियुक्ति प्रस्ताव को स्वीकार करते हैं तो प्रधान आयुक्त का कार्यालय, जीएसटी एवं केन्द्रीय उत्पाद शुल्क हावड़ा आयुक्तालय में दिनांक

**30.12.2021** तक अथवा इससे पहले ड्यूटी पर अवश्य रिपोर्ट करें। आपको यात्रा अथवा किमी अन्य भत्ते का भुगतान नहीं किया जाएगा।

If you accept the offer of appointment on the above terms and conditions, you must report for duty on or before **30.12.2021** at the office of the **Principal Commissioner of CGST & Central Excise, Howrah Commissionerate..** No travelling or other allowances will be paid to you.

जन्म तिथि, रैंक और अन्य सूचनाओं को सत्यापित किया गया और सही पाया गया  
The DOB, Rank No. & other information has been verified and found correct.

(निषिया रॉय) 23/12/21  
प्रशासनिक अधिकारी (स्थापना)  
हावड़ा केमासेक एवं केंद्रीय उत्पाद शुल्क

NEVIA ROY  
ADMINISTRATIVE OFFICER  
CGST & Cx Howrah Commissionerate

आशीष चंदन/Ashish Chandan  
प्रधान आयुक्त / Principal Commissioner  
हावड़ा केमासेक एवं केंद्रीय उत्पाद शुल्क  
Howrah CGST & CX Commissionerate  
एम. एस. बिल्डिंग, 15/1, स्ट्रैंड रोड, कोलकाता-1  
M. S. Building, 15/1, Strand Road, Kolkata-1

C.No. II(31)25-ET/HWH-CGST/Appointment/CGLE-2018/2021/10675(8) Dated: 23.12.2021

**BY REGD. POST/SPEED POST WITH A.D**

(With enclosures as in Para 10)

To,

Name: ARITRI ROY

Address: VILL TENGRIPARA (Mirdanga 1 no. Govt. Colony) PO GUPTIPARA PS - BALAGARH  
DIST HOOGHLY-712512

Mobile no: 8768148083

eMail: royaritri.1994@gmail.com

To  
The Assistant Director  
Consumer Affairs & Fair Business Practices  
Government of West Bengal  
Kolkata South Regional Office  
Khadya Bhavan Complex  
11A, Mirza Ghalib Street,  
B Block (3<sup>rd</sup> floor)  
Kolkata-700087

Doclet No. 567/KC dt. 8/04/2022  
Receiving Assistant,  
CA&FBP, Kolkata (South) R.O

Sub: Joining Report of Smt. Jhilik Rakshit, CWO

Sir,

In pursuance of Consumer Affairs Deptt's order no. 1041/CAD-12014(12)/4/2021, dt 6.4.2022 & Communicated vide memo no. 1041/1(50)/CAD-12014(12)/4/2021, dt 6.4.2022, I do hereby join this office on 8.4.2022( forenoon) as a Consumer Welfare Officer.

Please accept my joining report and obliged.

Yours faithfully,

Jhilik Rakshit  
08/04/2022  
[ JHILIK RAKSHIT ]

Date: 8.4.2022

Place: Kolkata

Received contents not verified  
Directorate of consumers Affairs & F.B.P  
Kolkata South Regional Office  
Govt. of West Bengal  
8/04/2022

**GOVERNMENT OF WEST BENGAL**  
Office of the Assistant Director  
Consumer Affairs & Fair Business Practices  
Kolkata South Regional Office  
Khadya Bhawan, Block-B (3<sup>rd</sup> floor)  
11A, Mirza Ghalib Street  
Kolkata -700087

**RELEASE ORDER**

Order No: 237 / KS

Dated: 11/04/2022

In terms of Order no. 1041/CAD-12014(12)/4/2021, dtd. 06.04.2022 Of Consumer Affairs Department, Smt.Jhilik Rakshit, CWO is hereby released on 11.04.2022 (afternoon) with a request to report her joining at DCDRC,Kolkata Unit II with immediate effect.

*Sd/*  
Assistant Director

Memo No: 635 /1 ( 4 ) / KS / CA & FBP

Dated: 11.04.2022

Copy forwarded for kind information and necessary action to:-

- 1) The President, DCDRC, Kolkata Unit III
- 2) The Director, Consumer Affairs & FBP, 11A, Mirza Ghalib Street,(2nd floor), Kolkata-87
- 3) Smt. Jhilik Rakshit , CWO
- 4) Establishment section of this office.

*h:*  
*11/04/22*  
Assistant Director



भारत सरकार/GOVERNMENT OF INDIA  
खान मंत्रालय/MINISTRY OF MINES  
भारतीय भूवैज्ञानिक सर्वेक्षण/GEOLOGICAL SURVEY OF INDIA  
केंद्रीय मुख्यालय/CENTRAL HEADQUARTERS  
27, जवाहरलाल नेहरू रोड/27, JAWAHARLAL NEHRU ROAD  
कोलकाता/KOLKATA-700 016  
Tele/Fax:033-22520391

सं/No. 4676/SP-II /A-19012/(3A-KP)/2021-Pers.I

दिनांक/Dated, the 15<sup>th</sup> Dec., 2021.

**ज्ञापन/M E M O R A N D U M**

On the basis of recommendation made by the Union Public Service Commission vide letter F.No.1/1/2020/E-XV dated 02.09.2021 & Ministry of Mines letter F. No. 4/2/2019-M.II, dated 06.12.2021, the President is pleased to offer appointment to **Shri/Smt. KRISHAN PANJA [Roll No:692043, Category: UR]** to the post of **CHEMIST** [Central Chemical Service Group 'A'] in **Geological Survey of India (GSI)** in Pay Matrix Level-10 in the Pay Scale of Rs. 56,100/- – 1,77,500/- on the following terms & conditions:

1. (i) The offer of appointment is **PROVISIONAL** subject to receipt of Police, Caste verification report(s) etc. from the concerned District Authority(ies) and any adverse report in this regard will be treated as per Rule and his/her appointment to the post of **CHEMIST** is liable to be terminated.
- (ii) In case character & antecedents of the candidate is found not verified or any false information is given by the candidate in his/her self-declaration, the Provisional appointment letter will be cancelled forthwith and other criminal/legal action will also be taken, as a consequence vide DOPT OM No. 18011/2(s)/2016-Estt. (B)(i), dated 29.06.2016.
- (iii) In case any of the information is found incorrect, or in case, the verification confirms that facts given by the candidate were not correct, then the appointing authority shall cancel the appointment letter forthwith. The candidate shall be rendered unfit for any Government employment and appointing authority shall undertake other criminal/civil/ legal action, as per provisions of Indian Penal Code (IPC) etc. as deemed fit.
2. He/ She will be liable to serve in any part of the Union of India. **He/ She has to do extensive field duty, as and when needed.**
3. The **initial appointment will be on probation for a period of 2 (two) years from the date of his/ her joining.** The said period of probation is liable to be extended if his/ her performance, work and conduct found unsatisfactory by the Competent Authority, as per Rules. After successful completion of probation of 2 (two) years or the extended period, the officer will be confirmed in the Service as per Rules. His/ Her appointment to the post of **CHEMIST** is liable to be terminated by the Government without assigning any notice during the probationary period and thereafter at one month's notice on either side. The service on probation will be governed by Rules in-force from time to time.
4. No travelling allowance for joining to the post or termination thereof will be admissible to him/ her, unless otherwise admissible to similar Government servants, under the Rules in-force from time to time.

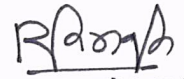
5. He/ She has to undergo induction training/ orientation course during probation and pass such examinations as may be prescribed. He/She has to undergo the training programme/ orientation course commencing from **21<sup>st</sup> January, 2022**.
6. **Shri/Smt. KRISHAN PANJA** is required to take oath of allegiance to the Constitution of India.
7. His/ Her pay will be fixed according to Government orders in-force from time to time. Further, **HRA is not admissible to the officer during the period of training if he/ she is provided rent free accommodation.**
8. His/ Her leave will be regulated by the provisions of Central Civil Services (CCS) Leave Rules, 1972 and the traveling allowance by the Supplementary Rules, issued by the Government of India under the Fundamental Rule/ Rules as amended from time to time, by the Government of India.
9. **If he/ she is already employed in Government/ Quasi Government/ Public Sector Undertaking etc., he/ she should get himself/ herself relieved duly observing the formalities as applicable before reporting/joining at the GSI, Training Institute, Hyderabad.**
10. The service will be governed by the Central Civil Service Rules and orders in-force from time to time and as applicable to similar Government servants consequent upon his/ her appointment to the post of **CHEMIST** in Geological Survey of India.
11. The appointee will be eligible for pension under New Restructured Defined Contribution Pension Scheme for new entrants to the Central Government service effective w.e.f. 1<sup>st</sup> January, 2004.
12. **He/She has to serve for a minimum period of 3 (three) years of service in GSI after successful completion of induction training programme/orientation course conducted by GSI Training Institute, Hyderabad, for which he/ she has to execute a Bond with GSI as per Govt. Rules and if he/ she resigns from the post of CHEMIST in GSI or otherwise within the period of Bond he/she has to pay an amount of Rs.7,00,000/- [Rupees seven lakhs only] to the concerned Head of Office of GSI.**
13. **His/Her appointment is also CONDITIONAL subject to verification of Original M.Sc Degree Certificate by the Competent Authority. He/She should submit the same to concerned Authorities of the Region/Mission/State Unit of GSI as and when received from the University/Institute for verification to clear his/her conditional candidature.**
14. The seniority of the candidates will be determined as per the instructions of DoP&T/UPSC on the subject.
15. The original certificates in support of his/ her date of birth, educational qualifications, experiences, caste (SC/ST/OBC), PH etc. as submitted by him/ her to the Commission have to be produced before GSI authorities at the time of joining to the aforementioned post for verification. The photocopies of all the Certificates/documents in 3 (three) sets also have to be produced. If any discrepancy is found at a later stage, appropriate necessary action as per relevant rules/ guidelines will be taken against him/ her.
16. He/ She must furnish the following documents duly filled and signed at the time of reporting for duty:
  - (a) Bond, duly Notarized (Proforma enclosed at Annexure - I).
  - (b) Identity Proof and *Character & Antecedent Certificates* (Proforma enclosed at Annexure - II).

- (c) Declarations on marriage, Date of Birth, Home Town, Nationality, movable & immovable property, Provident Fund & Life Insurance Policy, liquid assets, debts & other liabilities, name of the dependent members, etc. The proforma of such documents will be provided at the time of reporting for duty at **GSI, Training Institute, Hyderabad.**

He/ She will not be allowed to join duty till he/ she produces all the above said documents to the entire satisfaction of the authority of GSI, Training Institute, Hyderabad.

17. The appointment of the candidate who belongs to OBC/EWS community is provisional and is subject to the community certificate being verified through the proper channels. If the verification reveals that the claim of the candidate to belong to Other Backward Classes or not to belong to creamy layer is false, his/ her services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of Indian Penal Code for production of false certificate.
18. The appointment of the candidate who belongs to Scheduled Caste/ Scheduled Tribe community is provisional and is subject to the caste/ tribe certificates being verified through the Proper Channels and if the verification reveals that the claim to belong to Scheduled Caste or Scheduled Tribe, as the case may be, is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificate.
19. The appointment will be subject to the outcome of any case pending in the Court of Law, if any having bearing on it.
20. If any declaration given or information furnished by the candidate proved to be false or if he/ she is found to be willfully suppressed any material information, he/ she will be liable for removal from service and such other action as Government may deem necessary.

If the terms & conditions mentioned above are acceptable to **Shri/Smt. KRISHAN PANJA**, he/ she may convey his/ her acceptance by sending a consent letter to the Deputy Director General, Geological Survey of India, Training Institute, GSI Complex, Bandlaguda, Hyderabad - 500 068 immediately (*tel.: 040-2422 5004; fax: 040-2422 5029; e-mail: hod.gsiti@gsi.gov.in*) under intimation to this Office. On his/ her acceptance of the offer of appointment, **Shri/Smt. KRISHAN PANJA should join the said post on 19<sup>th</sup> /20<sup>th</sup> January, 2022 in the office of the Deputy Director General, Geological Survey of India, Training Institute, GSI Complex, Bandlaguda, Hyderabad - 500 068, failing which the offer of appointment will be treated as cancelled and withdrawn.**



15/12/2021

(डॉ. रणजीत कुमार सिंह)/(Dr. Ranjit Kumar Singh)

उप निदेशक (का. एवं प्र.)/Dy. Director (P & A)

अनुभाग:कार्मिक-I, भा.भू.स, केंद्रीय मुख्यालय, /Section-Pers.I, GSI, CHQ,

15 ए&बी, किड स्ट्रीट/15A & B Kyd. Street,

कोलकाता/Kolkata- 700016

कृते महानिदेशक, भा. भू. स./for Director General, GSI

टेलीफोन/telephone: 033-22520391

To  
**Shri/Smt. KRISHAN PANJA,**  
Mayurmahal, Sahachetan Road  
Pirpukur east, PO NutanGang  
District-Purba Burdwan  
West Bengal  
PINCODE- 713102



Copy forwarded for information and necessary action to:

1. (i) The Deputy Director General, Geological Survey of India, Training Institute, GSI Complex, Bandlaguda, Hyderabad - 500 068. As soon as **Shri/Smt. KRISHAN PANJA**[Roll No.: 692043 **Category: UR**] reports for duty as **Chemist**, please get the following documents completed and signed by him/ her **in duplicate**. Thereafter, one copy of each document, **duly certified**, may kindly be sent to this office for issuance of necessary Notification.
  - (a) Charge Report.
  - (b) Three specimen signatures on a blank sheet of paper **duly attested by a Gazetted Officer of GSI, Training Institute, Hyderabad.**
  - (c) Oath of Allegiance to be taken & signed by the appointee and **countersigned by a Gazetted Officer of GSI, Training Institute, Hyderabad, with the remarks that the same has been taken in his/ her presence.**
  - (d) Declarations regarding his/ her marriage, date of birth. **At the bottom of the above declaration form, it may please be certified by a Gazetted Officer of this Department** that he/ she has verified the date of birth and educational qualification of the candidate with reference to his/ her original relevant Certificates and other educational Certificates.
  - (e) Proforma for ascertaining his/ her knowledge in Hindi.
  - (f) Home Town declaration **to be certified by the Controlling Officer in token of having accepted the declaration and countersigned by the Head of the Department, GSI, Training Institute, Hyderabad.**
  - (g) Nationality of relations.
  - (h) Statement of movable property on first appointment.
  - (i) Statement of immovable property on first appointment.
  - (j) Statement of Provident Fund and Life Insurance Policy on first appointment.
  - (k) Statement of liquid assets on first appointment.
  - (l) Statement of debts and other liabilities on first appointment.
  - (m) Declaration of dependent members (as per DOPT OM dated 10.12.2008) at the time of joining.
- (ii) **Shri/Smt. KRISHAN PANJA** has to submit duly filled-in requisite proforma for Identity Proof and *Character & Antecedent Certificates*.
- (iii) A Bond on Non-Judicial Stamp Paper of Rs.100/- (Rupees one hundred) is to be executed as mentioned at Para-12 of the Memorandum in terms of DoPT OM No. 28021/1/84-Estt.(c) dated 14.11.1984.
- (iv) With reference to Ministry of Mines OM No. 20/17/2009-M-II (HPC) dated 01.01.2010, it is requested to take appropriate action for induction training to **Shri/Smt. KRISHAN PANJA** newly appointed candidates in GSI Training Institute. It is further requested that the desirability of arranging additional training/coaching SC/ST/OBC candidates may be considered in accordance with the instructions contained in the Ministry of Home Affairs OM No. 2/11/55-HPS dated 07.05.1955.
- (v) The pay of the candidate will be fixed according to Government orders in-force from time to time. Further, **HRA is not admissible to the officer during the period of training, if he/ she is provided rent free accommodation.**
- (vi) The offer of appointment to **Shri/Smt. KRISHAN PANJA** is **PROVISIONAL** subject to receipt of Character & Antecedents/Caste Certificate(SC/ST/OBC) verification reports.

- (vii) The appointment of **Shri/Smt. KRISHAN PANJA** is also kept **CONDITIONAL** subject to non-submission of original **M.Sc Degree Certificate**. Accordingly, it is requested to obtain the above degree Certificate from the candidate for verification. A copy of the verification report alongwith attested photocopy of the Certificate may please be forwarded to this office for records.
- (viii) After completion of joining formalities, opening of Service Book of the candidate is to be completed by the GSI, Training Institute, Hyderabad.
- (viii) On verification of his/ her all original certificates, the concerned Officer of GSI, Training Institute, Hyderabad, will attest the true copies of such Certificates and keep them properly in his/ her Service Book. One set of copies of such attested certificate is to be sent to CHQ. Thereafter, the originals may be returned to him/ her by the Deputy Director General, GSI, Training Institute, GSI Complex, Bandlaguda, Hyderabad - 500068 with acknowledgement of **Shri/Smt. KRISHAN PANJA**.
- (ix) A formal office order appointing **Shri/Smt. KRISHAN PANJA** as **CHEMIST** in the Office of Geological Survey of India with initial posting for compulsory induction training programme at GSI Training Institute, Hyderabad will be issued by the Deputy Director General, GSI, Training Institute, Hyderabad after he/she assumes the charge of the said post of **CHEMIST** at the office of Deputy Director General, GSI, Training Institute, Hyderabad. Based on that Office Order, Pay & Accounts Office, GSI, Hyderabad will allow payment of salary in respect of **Shri/Smt. KRISHAN PANJA** from the date of his/ her assumption of the charge to the post of **CHEMIST** in GSI. The said order will also contain the pay fixed (provisional or regular) in respect of **Shri/Smt. KRISHAN PANJA** in the pay structure attached to the post of **CHEMIST**.
- (x) In case of non-joining of **Shri/Smt. KRISHAN PANJA** to the post of **CHEMIST** within the stipulated time, the matter may be intimated to the undersigned immediately.
- (xi) Attestation Form and Medical report (in original) in respect of **Shri/Smt. KRISHAN PANJA** is enclosed.

(डॉ. रणजीत कुमार सिंह)/(Dr. Ranjit Kumar Singh)

उप निदेशक (का. एवं प्र.)/Dy. Director (P & A)

अनुभाग:कार्मिक-1, भा.भू.स, केंद्रीय मुख्यालय, /Section-Pers.I, GSI, CHQ,  
15 ए&बी, किड स्ट्रीट/15A & B Kyd. Street,

कोलकाता/Kolkata- 700016

कृते महानिदेशक, भा. भू. स./for Director General, GSI

टेलीफोन/telephone: 033-22520391





# SAJ Food Products Pvt. Ltd.

CIN: U15315WB2000PTC092589

November 01, 2021

To,  
Miss. Amrita Koner  
D/o. Mr. Arupratan Koner  
Fazalpur  
Katshini  
Dist. Bardhaman  
Pin - 713422 (W.B)  
Contact No. 7029973824  
Mail Id. Indukoner11@gmail.com

Dear Miss. Koner,

## SUB : LETTER OF APPOINTMENT

With reference to your application and subsequent interview you had with us, we are pleased to offer you employment in our organization as **Lab Chemist** with effect from (01.11.2021). This Appointment Letter is subject to you being medically fit by the Company's Medical Officer or any Doctor appointed by the Company for this purpose.

1. Your appointment shall be effective from 1<sup>st</sup> November, 2021.
2. Your Monthly Compensation Package shall be split as follows:

Compensation Package	Per Month (₹.)
Basic Salary & Dearness Allowance (50%)	6000/-
HRA (40%)	4800/-
Special Allowance (10%)	1200/-
<b>Total Gross Salary :</b>	<b>12000/-</b>

3. In addition to your above Gross Salary, you shall be entitled to ESI, Bonus (one month's Gross Salary), Employees' Provident Fund, Gratuity and other Statutory Benefits as may be applicable to you from time to time in the course of your employment with us.
4. Your appointment is initially on probation for a period of **three months** from the date of your joining of service when your service shall be reviewed on Weekly Basis. The period of probation may be extended upto one year at the discretion of the Management. **On Successful completion of your probation, Your service may be confirmed in writing.** During the period of probation your services can be terminated by the Company at any time without giving any notice and without assigning any reason whatsoever or any compensation in lieu thereof. The same condition will apply in case you leave the Company's services during the probation period. But you shall have to handover your charges to your successor before leaving your service to the satisfaction of the Company failing which your Account shall not be settled.

*Amrita Koner*



## Siliguri Unit II

Factory : Siliguri Food Park, Fulbari Ghoshpukur By - Pass Road, P.O - Leusipakuri, Darjeeling - 734 434 (W.B.)  
Tel : +91 353 3057200 Fax : +91 353 3057230 • E-mail : saj.siliguri@biskfarm.com

Regd. Office : Purna Bhaban, 5/1, Acharya Jagadish Chandra Bose Road, Kolkata - 700 020 (W.B.), India

Tel : +91 33 22818219 / 39835660 • Fax : +91 33 22833510 • E-mail : ho@biskfarm.com Website : www.biskfarm.com

Government of India  
Department of Posts, India

Office of the Inspector of Postoffices, Rampurhat Sub Division, Birbhum

**OFFER OF ENGAGEMENT (PROVISIONAL)**

A1/CYCLE 3 ABPM ENGAGEMENT/BRATATI MAL/ABPM BHARKATA BO/RHAT

*HO Rampurhat the 18.4.2022*

In response to the notification No. RECTT/R-100/GDS/CYCLE-III/VOL-I

Shri/Smt./Ms. BRATATI MAL..... Son / daughter of  
Shri. GOUTAM CHANDRA MAL..... Whose date of Birth is 09/10/1998..... and belongs to  
SC..... category /selected against SC..... Category is informed that, you have  
been selected for provisional engagement as GDS ABPM/ Dak Sevak, Bharkata B.O. in  
account with/ under Mallarpur S.O/Rampurhat H.O..... with TRCA slab 10000.....

2. Shri/Smt./Ms. BRATATI MAL..... Son/daughter of Shri  
GOUTAM CHANDRA MAL..... should clearly understand that his/her selection for  
provisional engagement as GDS ABPM/ Dak Sevak, Bharkata B.O. in account  
with Mallarpur S.O/Rampurhat H.O..... shall be in the nature of a contract liable to  
be terminated by him/her or by the undersigned by notifying the order in writing and that  
his/her conduct and engagement shall be governed by the Department of Posts, Gramin Dak  
Sevak (Conduct and Engagement) Rules, 2020 as amended from time to time.

3. Shri/Smt./Ms. BRATATI MAL..... is hereby informed that, you have to  
produce all the documents in originals i.e. educational certificates and other documents such  
as caste certificate, ex-Engagement certificate, persons with disability certificate, certificate of  
date of birth etc. on the day of attending the office of undersigned for verification  
through competent authority within 10 days of receipt of this letter failing which it is  
presumed that, you are not interested to join the post of GDS ABPM/ Dak Sevak, Bharkata B.O  
and your name will be deleted from the selection list. Further, you will have no claim for  
engagement as GDS ABPM/ Dak Sevak, Bharkata B.O

4. At the time of joining, you will have to give undertaking on bond paper of Rs.100/- that, you  
have adequate independent means of livelihood for yourself and your family and other than the  
TRCA(allowances) being paid to you by Govt.



**Offer: BUSINESS PROCESS SERVICES**  
**Ref: TCSSL/DT20218495143/Kolkata/BPS/BTN**  
**Date: 21/11/2021**

Ms. Pragati Ghosh  
Katapukur Bishwakarma Para  
Badsahi Road  
Near Battery Shop  
Purba Burdwan-713101  
West Bengal  
Tel# 91-9641744265

Dear Ms. Pragati Ghosh,

**Sub: Letter of Offer and Terms of Traineeship**

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **10,250/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.



**Offer: BUSINESS PROCESS SERVICES**  
**Ref: TCSL/DT20218494006/Kolkata/BPS/BTN**  
**Date: 12/11/2021**

Ms. Soumita Das  
20 No Ward  
Shyam Bazer Lane  
Near Rajbati  
Burdwan-713104  
West Bengal  
Tel# -

Dear Ms. Soumita Das,

**Sub: Letter of Offer and Terms of Traineeship**

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **10,250/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.



**Offer: BUSINESS PROCESS SERVICES**  
**Ref: TCSL/DT20218494002/Kolkata/BPS/BTN**  
**Date: 09/11/2021**

Mr. Abhinandan Pramanik  
Naricha  
Naricha  
Naricha  
Burdwan-713142  
West Bengal  
Tel# 91-9732704407

Dear Mr. Abhinandan Pramanik,

**Sub: Letter of Offer and Terms of Traineeship**

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **10,250/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.





**Offer: BUSINESS PROCESS SERVICES**  
**Ref: TCSL/DT20218494001/Kolkata/BPS/BTN**  
**Date: 12/11/2021**

Ms. Babita Dey  
1/2d/4  
Ramkrishna Nasskar Lane  
Near Lal Bari  
Kolkata-700010  
West Benagl  
Tel# -

Dear Ms. Babita Dey,

**Sub: Letter of Offer and Terms of Traineeship**

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **10,250/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.



**Offer: BUSINESS PROCESS SERVICES**  
**Ref: TCSSL/DT20218622964/Kolkata/BPS/BTN**  
**Date: 11/11/2021**

Mr. Gourab Adhikary  
0  
Chotonilpur Pirtala  
Dakshinayan Marriage Hall  
Burdwan-713103  
West Bengal  
Tel# 91-9332680508

Dear Mr. Gourab Adhikary,

**Sub: Letter of Offer and Terms of Traineeship**

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **10,250/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.



**Offer: BUSINESS PROCESS SERVICES**  
**Ref: TCSL/DT20218494716/Kolkata/BPS/BTN**  
**Date: 15/02/2022**

Mr. Raghunath Parui  
Katwa 1  
Katwa Khajurdihi Road  
Khajurdihi  
Katwa-713150  
West Bengal  
Tel# -

Dear Mr. Raghunath Parui,

**Sub: Letter of Offer and Terms of Traineeship**

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **10,250/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.

Government of India  
Department of Posts, India

Office of the Inspector of Postoffices, Guskara Sub Division, Burdwan

ORDER OF PROVISIONAL ENGAGEMENT

A1/GDS ABPM/ 3rd Cycle/ Joining/ Digha Bo dated at Guskara the 18.06.2022

In response to the notification No. **RECTT/R-100/GDS/CYCLE-III/VOL-I**

Shri/Smt/Ms. **MANISHA MUNDA** ..... son / daughter of

Shri. **SATYA MUNDA** ..... whose Date of Birth is. **09/06/2000** .....

and who belongs to **ST** ..... category/selected against **ST** ..... category is hereby

engaged as **GDS ABPM/ Dak Sevak, Digha B.O** ..... in account with under

**Gushkara S.O/Burdwan H.O** ..... on **PROVISIONAL BASIS** with effect from dated

**18/06/2022**..AN/FN in the TRCA scale of.....**10000**..... He/she shall be paid such

allowances as are admissible from time to time.

2. Shri/Smt/Ms. **MANISHA MUNDA** ..... Son/daughter of Shri

**SATYA MUNDA** ..... should clearly understand that his/her engagement

as **GDS ABPM/ Dak Sevak, Digha B.O** ..... In account with / under

**Gushkara S.O/Burdwan H.O** ..... shall be in the nature of a contract

liable to be terminated by him/her or by the undersigned by notifying the order in writing and

that his conduct and Engagement shall be governed by the department of Posts, Gramin Dak

Sevak (Conduct and Engagement) Rules, 2020 as amended from time to time.

3. This **Provisional Engagement** is subject to satisfactory verification of the prescribed educational qualification, community certificate and other certificates, wherever prescribed. The candidate will have to undergo satisfactory prescribed Induction Training course and Practical Training as and when issued.

4. The engagement is provisional and subject to certificates being verified through proper channels. If the verification reveals that the claim of the candidate belonging to Scheduled Caste/Scheduled Tribe /Other backward classes/(not belong to creamy layer)/ is false or educational certificates are not genuine or found unfit on Police Verification, his/her

Engagement shall be terminated forthwith without assigning any further reasons and without prejudice to other criminal/legal action as may be taken under the provisions of Indian Penal Code for production of false certificate as a consequence.

5. The engagement of (Economically Weaker Sections) EWS candidates is provisional and is subject to the Income and Asset certificate being verified through proper channels and if the verification reveals that the claim to belong to EWS is fake/false the Engagements will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate.

6. At the time of joining, you will have to give undertaking on bond paper of Rs.100/- that, you have adequate independent means of livelihood for yourself and your family and other than the TRCA(allowances) being paid to you by Govt.

7. The BPM will have to provide accommodation for Branch Post Office at Branch Office Village if the accommodation is not provided by Central Govt/State Govt/Gram Panchayat or any other local Body as per standard prescribed by Directorate order no.17-31/2016-GDS dated 25.06.2018 & 28.09.2018 (which has already been mentioned in notification **RECTT/R-100/GDS/CYCLE-III/VOL-I**..... As per Rule 3-A(vii) of GDS (Conduct and Engagement) Rules 2020, you should take up residence in Post Office village within a month of selection but before engagement as it is mandatory to you by these Rules. Failure to reside in place of duty for GDS BPM after engagement shall be treated as violation of conditions of engagements and liable for disciplinary action under Rule-10 of GDS (Conduct and Engagement) Rules, 2020 resulting in removal/dismissal from engagement.

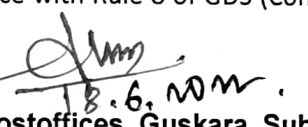
7.1 Failure to reside within the delivery jurisdiction of the Post Office for other categories of Gramin Dak Sevaks after engagement shall be treated as violate of conditions of engagement and liable for disciplinary action under Rule 10 of the GDS (Conduct& Engagement) Rules, 2020 requiring removal/dismissal.

8. At present DARPAN devices are using Network Service Providers(NSPs) viz, Airtel, Voda-Idea & BSNL etc. for ensuring connectivity to Branch Post Offices. While providing accommodation for GDS BO, it should be ensured that, Network is available for any one of these NSPs.

9. You will have to furnish requisite Security Bond of Rs.1,00,000/- (Rs. One lakhs only) for five years by remitting requisite premium per annum and application in prescribed form to concerned Postal Co-Operative Society through Drawing and Disbursing Officer.

10. You will have to furnish declaration for having knowledge of cycling. If you are having knowledge of riding a scooter or motor cycle, that may be considered as knowledge of cycling. The candidate has to submit a declaration to this effect and has to produce driving license.

11. If any information or documents submitted by the candidates is found false / incorrect at a later stage, his/her engagement shall be terminated in accordance with Rule 8 of GDS (Conduct & Engagement) Rules, 2020.

  
Inspector of Postoffices, Guskara Sub Division  
Guskara Sub Division  
Burdwan

A copy of this memo is issued to:

- I. The candidate.....**MANISHA MUNDA**.....  
.....**112,Anjir bagan mati bag,Burdwan,Purba burdwan,713102**.....
- II. PF of the candidate
- III. Postmaster /SPM.....**Gushkara S.O/Burdwan H.O**.....
- IV. Divisional Office.....**Burdwan**.....for information.
- V. The **Division**.....  
for information.
- VI. O/C/Spare



Govt. of India  
Ministry of Communications  
Department of Post, Office of the Superintendent of Post offices  
Birbhum Division, Suri- 731101

E-mail id: dobirbhum.wb@indiapost.gov.in

Phone no. 03462-255507

Reg AD

To  
The IP  
Rampurhat Sub Division  
Rampurhat-731224

No: - A-1/GDS/Online Rectt./Cycle-II/2020 dtd at suri the 09.12.2021.

Sub: - WPCT No. 6535(w) of 2020 in the matter of UOI & others. – VS- Probhas Banerjee.

Ref:- PMG(KR)/LC-01/1/GDS Online Selection/CO/Rectt/Probhas Banerjee dated 09.12.2021.

With reference to the above noted subject, you are hereby requested to engage Sri Sourav Mondal at Birchandrapur BO in account with Dakshingram SO in the post of GDS ABPM, a selected candidate for GDS ABPM post at Narayanpur BO in a/w R.k Sikshapith SO to implement the order passed by Hon'ble High Court, calcutta in W.A.P No. 6535 of 2020, I.A No. CAN 1 of 2020 on 09.10.2020 in the matter of UOI & Ors.-Vs-Probhas Banerjee with approval of R.O letter No. PMG(KR)/LC-01/1/GDS Online Selection/CO/Rectt/Probhas Banerjee dated 09.12.2021.

Also, you are requested to fulfill the due formalities as per Dept.rule and engage Sri Sourav Mondal at Birchandrapur BO in the post of GDS ABPM, immidieatly.

Complaince report in this regard may be sent to this office after doing the needful.

Enclo:- As stated above.

Sd/-

Superintendent of Post offices,  
Birbhum Dn. Suri, Birbhum, 731101

Copy to:-

- 1) Sri Sourav Mondal, C/o Shyamal Kumar Mondal, Vill.- Solagaria, P.O-Chakaipur, Birbhum, 731233- for information in respect of your letter dated 26.11.2021.

Chait

Superintendent of Post offices,  
Birbhum Dn. Suri, Birbhum, 731101



**India Post**

**भारतीय डाक**



**LETTER OF INTIMATION**

**A1/GDS RECRUITMENT/10/RHAT SD/CYCLE 2 DATED AT RAMPURHAT THE 29/8/2020**

This is to inform that Sri/Smt. SOURAV MONDAL  
S/D/W/o SHYAMAL KUMAR MONDAL is provisionally selected for the post  
of GDS ABPM/ Dak Sevak, Narayanpur B.Oa/w R K Sikshapith S.O SO under  
Rampurhat H.O HO, subjected to the verification and genuineness of certificates.  
You are requested to present before the undersigned on 28/09/2020 at 11:00 AM  
along with the required and submitted certificates in original for verification of records.

If no response received from you within 15 days from the issuance of this letter, the  
provisional selection will automatically be cancelled and no further opportunity will be given.

30/8/2020  
Inspector Of Posts  
Rampurhat Sub-Dn.  
Birbhum -731224

IP, Rampurhat Sub Division

Birbhum Division

Birbhum

To (Regd AD)

Sri/Smt. SOURAV MONDAL

001, Village Solagoria Post Office Chakalpur

Rampurhat, Kusumba, 731233

Copy To: (By Regd)

1. The SP/ASP/IP, Rampurhat Sub Division Sub division for information.

30/8/2020  
Inspector Of Posts  
Rampurhat Sub-Dn.  
Birbhum -731224



**Govt of India**  
**Ministry of Communications and Information Technology**  
**Dept of Posts, Office of the Inspector of Post offices**  
**Rampurhat Subdivision, PO-Railpar SO, Birbhum-731224**

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Memo No: IP/Temp Arrgt/GDS/RHAT dated at Rampurhat the 24/06/2022

Following order of temporary arrangement is issued in the interest of service –

1. MD Ali Reza, ABPM, Sanakpur BO in account with Dakshingram SO who was working as GDSBPM Sanakpur BO will handover the charge of BPM Sanakpur BO to Sri Sourav Mondal, ABPM, Birchandrapur BO terminating the arrangement with immediate effect.
- ✓ 2. Sri Sourav Mondal, ABPM (earstwhile GDSMC) of Birchandrapur BO will be relieved from Birchandrapur BO and will take the charge of BPM, Sanakpur BO in account with Dakshingram SO.
3. Sri Nilkanta Bhattacharya, ABPM, Ghoshgram BO will carry the mail of Birchandrapur BO in addition to the mail of Ghoshgram BO and Khamedda BO on combination of duty.

This redirection and arrangement shall remain in force until further orders from the office of the undersigned. Relevant charge report is to be sent to all concerned.

Copy forwarded for information to :-

- 1-3. Officials concerned.
4. Superintendent of Post Offices, Birbhum Division
5. Postmaster, Rampurhat HO
6. SPM, Dakshingram SO
- 7-8. BPM, Birchandrapur BO & Ghoshgram BO
9. Office copy

*Sdf*  
**Inspector of Posts**  
**Rampurhat Sub-Division**  
**Birbhum, PIN:-731224**

*Rel. Ans*  
*24/06/22*  
**Inspector of Posts**  
**Rampurhat Sub-Division**  
**Birbhum, PIN:-731224**



PROVISIONAL ENGAGEMENT LETTER

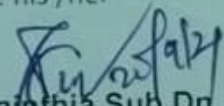
Memo no: ABPM/B.K./Md Bazar SO/Bir-21

dated at Sainthia the 20.09.2021.

Sri/Smt. SUSHOVAN MONDAL S/o w/o D/o TARUN KUMAR MONDAL is hereby provisionally engaged as GDSABPM(MD), Bishnupurkulkuri B.O. BO in a/w Md Bazar SO SO with effect from 01.10.2021. He/She shall be paid TRCA as are admissible from time to time. His/her date of birth is 15/10/1999.

Sri/Smt. SUSHOVAN MONDAL should clearly understand that his/her engagement as GDS BPM/MC/MD/SV/MM/Pkr is subject to verification of original certificates from the respective issuing authorities and shall be in the nature of contract liable to be terminated by him or by the undersigned by notifying the other in writing and that his/her conduct and service shall also be governed by the Department of Posts Gramin Dak Sevaks(Conduct and Engagement) Rules, 2011 as amended from time to time.

If these conditions are acceptable to him/her, he/she should communicate his/her acceptance in the enclosed proforma.

  
IP, Sainthia Sub Dn,  
Birbhum Division  
Inspector (Post)  
Sainthia Sub-Division  
Sainthia, Birbhum  
Pin- 731234

To (by HAND)

Sri/Smt. SUSHOVAN MONDAL  
Vill-Purapara, PO-Sabaldaha, PS-Khargram  
Dist-Murshidabad, WB.-742159.

Copy To: (By Regd)

1. The IP/ASP, Sainthia Sub Dn Sub division for information.
2. The Postmaster, Suri H.O. HO for information. The memo of descriptive particulars, Declaration, attestation form, oath of allegiance, Health certificate and Conduct Certificate are enclosed.
3. The Sub Postmaster, Md Bazar SO SO for information.
4. The GDSABPM, B. Kulkuri BO, Md Bazar SO - 73127 for information.

ACKNOWLEDGEMENT

I, Sushovan Mondal, acknowledge the receipt of your Memo No. ABPM/B.K./Md Bazar.  
SO/Bir-21 dated the 20/09/2021 and hereby accept the engagement of GDS(MD) B. Kulkuri B.O. under the specific condition that my engagement is in the nature of a contract liable to be terminated by notice given in writing.

I further declare that I have read the Department of Posts Gramin Dak Sevaks (Conduct and Engagement) Rules, 2011, and clearly understand that I become liable to the provisions and penalties contained in these rules on being appointed as GDS(MD) B. Kulkuri B.O in the Department of Posts.

Date:- 20/09/2021

Sushovan Mondal  
Signature of GDS employee  
20/09/2021



**Offer: BUSINESS PROCESS SERVICES**  
**Ref: TCSSL/DT20218495125/Kolkata/BPS/BTN**  
**Date: 21/04/2022**

Ms. Sanchari Sam  
N0049  
Shashpur-Akui Road  
Amrai  
East Burdwan-722205  
West Bengal  
Tel# -8900468201

Dear Ms. Sanchari Sam,

**Sub: Letter of Offer and Terms of Traineeship**

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **10,250/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.



**Provisional Offer : BUSINESS PROCESS SERVICES**

**Ref: TCSL/DT20218495557/Kolkata/BPS/BTN**

**Date:22/12/2021**

Dear Ms. Asmita Ghosh,

**Sub: Letter of Provisional Offer and Terms of Employment.**

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20218495557

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Infospace Bldg, Unitech Hi-tech Structures Ltd., IT/ITES SEZ, Block-A, 5<sup>th</sup>, 6<sup>th</sup>, & 7<sup>th</sup> Floor  
Tower A1, Tower A11 & Tower A111, Plot No – DH1, DH2, DH3 & DH3/1, Action Area-1  
New Town, Kolkata-700156, Ph.: +91 033 6636 2000 & Fax: +91 33 6636 2121  
E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781

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Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

**Girish V. Nandimath**  
**Global Head Talent Acquisition & AIP**



[Click Here](#) or use a QR code scanner from your mobile to validate the offer letter

## ANNEXURE 1

**For the candidate to complete:**

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20218495557/Kolkata/BPS/BTN** on \_\_\_\_\_(DD/MMM/YYYY).

Signature:

Name:

Date:



**Offer: BUSINESS PROCESS SERVICES**  
**Ref: TCSL/DT20218495186/Kolkata/BPS/BTN**  
**Date: 17/11/2021**

Mr. Shouvik Ghosh  
N/A  
New Amirpur ; P:O:- Joteram ; Dist. :- Purba Barddhaman  
Amirpur  
Burdwan-713104  
West Bengal  
Tel# 91-7548057972

Dear Mr. Shouvik Ghosh,

**Sub: Letter of Offer and Terms of Traineeship**

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **10,250/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.