

Registered Office:

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March 16, 2023

Mr. Atul Kumar Subhash Nagar 674, Churcha Colliery Koriya, Chattisgarh - 497339

Subject: Letter of Contract

Dear Mr. Kumar,

Based on your application and subsequent rounds of interviews, The Corbett Foundation is pleased to appoint you as a "Programme Officer, Forestry and Wildlife" with effect from March 16, 2023.

The terms and conditions of your contract are mentioned below. You will also be subjected to rules and regulations framed or to be framed by The Corbett Foundation, from time to time and standing orders made applicable to all staff of this organization.

- You will report to Dr. Naveen Pandey, Deputy Director of The Corbett Foundation (TCF).
- 2. Your contract term will start on March 16,2023 and end on March 14,2024 and on completion your contract, your association will be terminated automatically.
- 3. You will be posted at the Satpuda Project Basecamp of The Corbett Foundation.
- Your consolidated monthly emoluments amount will be Rs. 40,000/- (Rupees forty thousand only). In addition, you will be paid Rs.5000/- as food allowance. Your gross emoluments (Rs.45,000/-) will be subject to the deduction of TDS as applicable, and an amount towards the group accidental insurance policy as specified on page 4 of this contract letter.
- 5. TCF will reimburse you for any pre-approved expenses incurred during official fieldwork as per the rules and regulations of TCF.
- 6. You will be entitled to one day of leave per calendar month during the term of your association, subject to approval from the Deputy Director (DD). You can also accumulate this balance for up to three months of service; thus, the maximum accumulation of leaves at any given time is three. You will not get paid for any accumulated leaves if you cannot avail of them for any reason.

Corbett
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Kaziranga Village Bochagaon P.O. Kaziranga, District Golaghat, Assam 785609 Tel. 03776 262050



OPA/PD/ER/260

Dated: 15.09.2022

Mr. Dinesh Kumar S/o Shri Mahesh Ram Kodawahi, Silphari Bilaspur(CG)-495119

Dear Mr. Dinesh

With reference to your candidature for interview process dated 04.08.2022, we are pleased to appoint you as "Graduate Apprentice Trainee" under Apprentices (Amendment) Act, 1973, on the following terms and conditions:-

Training Period	-	One year
Compensation Package		
Basic	-	Rs. 15,000 per month
Special Allowance	-	Rs. 4,000 per month
Retention Allowance	-	Rs. 2,000 per month
TOTAL		Rs. 21,000 per month

The retention allowance will be deducted for one year as security and will be released after completion of 2(Two) years of service on regular cadre.

You will be under training for a period of "One Year" from the date of your joining. In case it is observed that you have not acquired the desired degree of skill & knowledge, and not taking interest in the training scheme or display unsatisfactory performance or remained absent from duty for more than ten consecutive days or indulged in any act subversive of discipline at any point of time during the training, your training can be discontinued without assigning any reason whatsoever.

Your training shall stand terminated on completion of One Year from the date of your joining.

However, on completion of your training period, your skill and knowledge shall be evaluated by the evaluation committee to be formed for the purpose. If it is found by the committee that you have acquire the required skill & knowledge and subject to requirement, you may be considered for employment in suitable grade.

ORIENT PAPER MILLS

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