



SERUM INSTITUTE OF INDIA PVT. LTD.

CYRUS POONAWALLA GROUP

Ref. No: SIIL/HR/A - 12745

12 October 2020

Mr. Pritam Pramod Kaudkar
At Post Gangakhed Parbhani,
Maharashtra, Pin: 431514

Dear Mr. Kaudkar,

We have pleasure in appointing you in our Company as **Trainee** based at Pune on the following terms and conditions.

1. Date of Appointment

Your Training period is effective from **12-October-2020 to 11-October-2021**. On completion of this period, your training is liable to be terminated. No separate letter of termination would be issued and you would be relieved automatically.

2. Remuneration

Your emoluments / entitlements are as per Annexure 1.

3. Employee State Insurance / Medical Insurance

You will be either covered under ESI if applicable, as per the prevailing act or Mediclaim Insurance Policy prescribed by the company.

4. Provident Fund

You will be covered under Provident Fund, which will be governed by the Provident Fund Act.

5. Educational Qualification

Your appointment is provisional & subject to your clearance of the Post Graduation/ degree/diploma with minimum 50% marks (Second Class). Non-compliance to the same will result into termination of services with immediate effect.

6. Leave

You are entitled to get maximum of **30 days** earned leaves during the training period in a year.

12745 Mr. Pritam Pramod Kaudkar

Page 1 of 7

Annexure 1

Name : Mr. Pritam Pramod Kaudkar

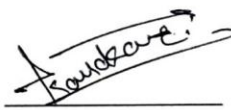
Designation : Trainee


Salary Details : As on 12 October 2020

Particulars	Amount [p m]
Basic	5000.00
Variable D.A. (Approx)	11000.00
Transport Allowance	1600.00
House Rent Allowance	1970.00
Performance Pay	700.00
Total (A)	20270.00
Provident Fund (Employer's contribution)	1920.00
ESIC (Employer's contribution)	659.00
Total (B)	2579.00
Total Per Month (A + B)	22849.00
Total Per Annum	274188.00


Mahendra Inge
Head- Human Resources

Date: 12/10/2020

Sign: 

 12745 Mr. Pritam Pramod Kaudkar
