

Ref: KAL/APPT/23/02

Date: 03.01.2023

**Mr. Arka Mukherjee**  
**Nutan Chati , Sukhamoy Sarani**  
**City - Bankura**  
**DIST- Bankura**  
**PIN- 722 101**

Dear Mr. Mukherjee,

**Sub: Appointment as 'EXECUTIVE TRAINEE'**

With reference to your application & subsequent interviews you had with us, we are pleased to appoint you as '**Executive Trainee**' in our Organization subject to acceptance of the following terms and conditions:

**TERMS & CONDITIONS:**

1. You will be joining on **04-01-2023**
2. That your training period will be initially for one year from the date of your joining and this arrangement will automatically come to an end on completion of one year. The training arrangement can be dispensed with earlier than the stipulated period at any time at the sole discretion of Management.
3. Your place of training will be at our factory but can be transferred to any other Branch Office/ Place.
4. During the training period you will be paid monthly stipend of **Rs 14000/- (Rupees Fourteen Thousand Only)**. Be it may clear that apart from the above stipend, you are not be entitled any other allowances/benefits/privileges as normally granted to other employees of the Company. You will be covered under Apprentices Act'1961 thru NATS - Board of Practical Training.
5. That this arrangement does not confirm any right of employment on you. However, after completion of training period, the Management may consider your case subject to your performance & conduct during the training period.

Cont....P/2

**Keventer Agro Limited**

**Factory:** Subhas Nagar, Barasat, PO Nilgunj Bazar, North 24 Parganas, Kolkata - 700121, West Bengal, India **Ph:** +91 33 25428533-34/71112654, **F:** +91 33 25423018/71112740

**Registered Office:** 34/1 D.H. Road, Kolkata - 700027, West Bengal, India **Ph:** +91 33 71056200/01, **F:** +91 33 24492242

**Website:** www.keventer.com | **CIN Number:** U15419WB1986PLC040729 | **E-mail:** keventerho@keventer.com

6. During training period, you may be required to work in shift, from Department to department in order to give you on wide exposure to the working of the Company and to judge your caliber, efficiency and suitability.
7. You must be regular, punctual in attending your duties and absence for a continuous period of 10 days will entail automatic loss of lien on the training.

Kindly sign the duplicate copy of this letter as a token of your acceptance of terms and conditions as detailed here in above and return the same to us along with a passport size photograph for the purpose of our records.

Thanking you,

Yours faithfully,

For **KEVENTER AGRO LIMITED**



**P. NAHA**  
**SR. VICE PRESIDENT - MANUFACTURING**



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