



Ref. No: MP/TR/479355/841/57

Date: 7th Feb 2019

Mr. Rahul Sharma
S/o Ravindra Sharma
05 Krishna Colony Trimurti Nagar
Rajeev Gandhi Ward
Jabalpur-482002
Madhya Pradesh

Sub: Letter of Engagement

Dear Rahul,

This refers to your application under Company' Training Scheme (Job Trainee Scheme). After scrutinizing your application and conducting subsequent selection processes, we are pleased to inform that you have been selected as a trainee to learn work in automobile area on following terms and conditions:

1. You will undergo training for a period of 1 Year, which will enable you to learn the work. You are required to join on 7th Feb 2019. The management will be sole judge of the nature, mode and method of training.
2. The period of training as stated in Para 1 shall be liable to be extended or curtailed at the sole discretion of the management.
3. It is made understood that the training being provided to you is to develop your skills so that you can make your career though self-employment or suitable deployment anywhere in this field.
4. During the training period, the management will give you a consolidated amount of stipend of Rs.10,500/- per month. In addition to this, an amount of Rs. 500/- p.m will be paid to you subject to your full attendance for the month, provided you show adequate attitude for learning and your conduct is found to be satisfactory. ESI contribution will be made as per the provisions made in this behalf.
5. The training facilities, as extended to you will not confer any right of employment on completion of the training. The management will be under no obligation to give you employment.
6. You will have to maintain a diary wherein you will write progress of your training and efforts made by you in this respect.
7. The training shall be given to you on all working days during working hours. Such hours shall be alterable at the sole discretion of the management.
8. During the training period you shall be subject to strict discipline and shall be bound to adhere to the rules and regulations of the establishment. Your training arrangement may be dispensed without any notice, if your attendance, conduct or discipline is not found satisfactory by the management at any time during the training.
9. You are expected to strictly adhere to safety policy and follow all safety rules defined by the company. In case of any violation to safety policy/ rules, you shall be liable for strict disciplinary action.
10. The training arrangement is subject to the declaration/ information provided by you in the application. If any information/ declaration made by you are found to be incorrect or false, your training arrangement shall be liable to be dispensed with or without any notice.
11. During the training period and/ or on completion of the training period, your training will be assessed and based upon the assessment, a certificate will be issued for the training received.

In case the above terms and conditions are acceptable, please sign the duplicate copy of this letter and return it to us.

Yours faithfully
For Tata Motors Ltd.

Senior Manager
HR-Employee Relations

TATA MOTORS LIMITED

Chinhat Industrial Area Lucknow 226 019
Tel 91 522 6162000 Fax 91 522 6162004 www.tatamotors.com CIN L28920MH1945PLC004520
Registered Office Bombay House 24 Homi Mody Street Mumbai 400 001



GDC/PA/479355

06.02.2020

TO WHOMSOEVER IT MAY CONCERN

Name	Rahul Sharma
Personnel No.	479355
Division / Department	HUMAN RESOURCES
Designation During Separation	Job Trainee
Date of Joining	07.02.2019
Last Day of Training	06.02.2020
Reason For Separation	Training Period Completed
Total Emoluments Last Drawn	Rs 11000/- P.M.

For TATA MOTORS LTD.

A handwritten signature in black ink, appearing to read 'Craig Hansen'.

Sr. Manager (GDC - HR)

TATA MOTORS LIMITED

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Registered Office Bombay House 24 Horni Mody Street Mumbai 400 001