

- 13. You will not be entitled to any travelling allowance for taking up your duties at the place where are now being posted.
- 14. You are liable to be transferred anywhere in India where the Corporation has its offices.
- 15. You will not be allowed to undertake any part-time studies unless sanctioned in writing by the authority competent to give such permission. Any prosecution of the part-time studies, if permitted, shall always be subject to office exigencies and no claim for leave for preparation shall be made on the ground that such part-time studies were undertaken by you nor prior to your joining the Corporation or that permission was given for the same by the authority competent to do so.
- 16. Corporation follows a Zero tolerance policy in relation to frauds (Anti Fraud Policy) and mandates utmost integrity and good personal conduct by its employees to safeguard its interests including interest of Policyholders. Any indulgence into said activity may result in Removal/Dismissal of the employee from the services of the Corporation as per provisions of Staff Regulations, 1960.
- 17. On your joining the Corporation as an Assistant, you are required to be a member of the Corporation's Group Insurance Scheme 2004 for Class III employees and New Group Insurance Scheme. On confirmation, you are required to be a member of the reimbursement of Hospitalization Expenses Scheme (otherwise known as Group Mediclaim Scheme, 1988) introduced for the benefit of employees.
- 18. If the terms herein above offered are acceptable to you, you are required to report to duty at the Aurangabad Divisional Office on 07/02/2020. Your theoretical training will commence from 10/02/2020 at Aurangabad Divisional Office. Your place of posting will be informed to you before / at the end of the theoretical training period.

Date: 07/02/2020

Place: Aurangabad

PRINCIPAL
Dr. Vithalrao Vikhe Path
College of Engineering
Ahmednagar

Senior Divisional Manager

Yours faithfully

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औरंगाबाद मण्डल कार्यालय-कार्मिक एवं औसं विभाग,जीवन प्रकाश भवन, अदालत रोड, औरंगाबाद,महाराष्ट्र- 431005. दूरभाष :0240-2322337; pir.aurangabad@licindia.com