

भारत पेट्रोलियम कॉर्पोरेशन लिमिटेड
भारत सरकार का उपक्रम



BHARAT PETROLEUM CORPORATION LTD.
A Govt. of India Enterprise

HRS.W.APPRENTICE.CON

Date: 28.08.2019

Name : GANESH KALE
App. Reg. No. : WMHG006190601279

Dear GANESH KALE,

ENGAGEMENT AS GRADUATE APPRENTICE AT BPCL

This has reference to the written test, interview and your medical examination for the purpose of engagement as Apprentice under the provisions of The Apprentices Act'1961. We are pleased to engage you as "Graduate Apprentice" under **MECHANICAL ENGINEERING** stream in our Corporation.

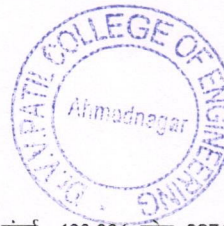
You are requested to report to **Mr. ARPIT TIWARI, SR. MANAGER OPS. I/C (RETAIL), AKOLNER DEPOT** at the following address on **04.09.2019** for further instructions, at **10.00 a.m.**

**BPCL AKOLNER DEPOT
AT POST AKOLNER,
TALUKA AHMEDNAGAR,
DIST. - AHMEDNAGAR,
MAHARASHTRA- 414107.
CONTACT NO. - 9408381499**

It may please be noted that:

1. Your engagement as an 'Apprentice' will be for a period of one year with effect from 04.09.2019. During the period of apprenticeship training, you'll be paid a stipend of Rs. 25,000/- per month. The apprenticeship training is for the purpose of imparting training and doesn't call for employment in the organization after the completion of training.
2. Your engagement as an apprentice shall be governed by the provisions of Apprentices Act, 1961 and the rules made there under.
3. While undergoing apprenticeship training, which will predominantly be on the job training, you are expected to -
 - a) Learn the trade conscientiously and diligently.
 - b) Be regular in attendance
 - c) Maintain daily learning journal/work diary and get it countersigned by your supervisor every week
 - d) Carry out lawful advises and directions of the officials at the location.
 - e) Carry out your obligations under the contract of apprenticeship
4. You will be entitled to holidays as per the holiday calendar applicable to the establishment of your engagement (12 Holidays) & 12 casual leaves (one CL for every completed month of engagement) and 10 sick leaves on a prorated basis.

[Handwritten signature]



[Handwritten signature]
PRINCIPAL
St. Vitthal Vikhe Patil
College of Engineering
Ahmednagar

भारत भवन, 4 एवं 6, करीमभोंय रोड, बेलार्ड इस्टेट, पोस्ट बॉक्स क्र. 688, मुंबई - 400 001. फोन: 2271 3000/4000. फैक्स: 2271 3874

Bharat Bhavan, 4 & 6, Currimbhoy Road, Ballard Estate, P.B.No. 688, Mumbai- 400 001. Phone : 2271 3000/4000, Fax : 2271 3874
email: info@bharatpetroleum.in web : www.bharatpetroleum.in CIN:L23220MH1952GOI008931

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5. Weekly off may be granted on a staggered basis.
6. The health, safety and welfare provisions of Factories Act, 1948 shall be made applicable to you.
7. The period of apprenticeship training shall not be extended beyond the specified period of one year.
8. Your learning shall be reviewed quarterly and annually. Upon successful completion of apprenticeship training, a certificate shall be issued by the Corporation.
9. You are required to adhere to the safety procedures/practices.
10. In respect of matters not expressly stated in this contract, shall be construed to be governed by the provisions of Apprentices Act, 1961 and the rules made thereunder.
11. This engagement is on the basis of you having furnished to the Corporation, correct and factual information and documents regarding your date of birth, qualifications, caste and other details. If at any time, it is found or revealed that you have furnished false or incorrect information and/or documents or withheld pertinent information etc. to secure or have secured engagement, your apprenticeship training shall be liable to be terminated with immediate effect.
12. On the question of interpretation of any terms and conditions, the decision of the Corporation shall be final and binding on you.

If the above terms and conditions are acceptable to you, you're requested to return as token of acceptance, the duplicate of this letter duly signed, at the time of reporting. It may please be noted that you shall have to make travel arrangements at own cost.

Please note that your offer of engagement will automatically stand cancelled without any further reference to you, if you fail to fulfil any of the terms and conditions mentioned above.

Yours faithfully,

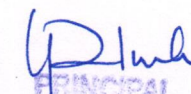
For **BHARAT PETROLEUM CORPORATION LIMITED**



MANSI DUBEY

CHIEF MANAGER EMPL. RELATIONS (HRS), WEST




PRINCIPAL
Dr. Vihareo Vikhe Patil
College of Engineering
Ahmednagar

: 3 :

I accept the terms and conditions as mentioned in this letter.

Name: _____

Signature: _____

Date: _____

JOINING INSTRUCTIONS

You are required to bring the following documents in original and also furnish two sets of photocopies of the same:

- Certificates in proof of date of birth, qualifications and experience, if any
- Attestation form in the prescribed format duly filled and certified by a Gazetted Officer (minimum two years' acquaintance) of Central or State Government
- Contract of Apprenticeship and Apprenticeship Contract Registration Card duly signed by you and the surety (Format attached – surety should be either of your parents)
- Valid Caste Certificate (applicable to only SC/ST/OBC Non- Creamy Layer candidates) issued recently by a Competent Authority in the prescribed format
- Identity proof such as PAN Card /election card/license etc. Details of PAN card and Aadhar card are to be mandatorily submitted on the day of your joining.
- 5 passport size and 3 stamp size colour photographs
- Blank cheque leaf from your cheque book showing the 9 digit MICR code
- National Electronic Fund Transfer (NEFT) Mandate Form duly filled and attested by the authorized official of the Bank having particulars of your account