



# SUPREME PETROCHEM LTD

Village Amdoshi / Wangani, Wakan - Roha Road, Taluka : Roha, Dist. Raigad, Maharashtra - 402 106.  
Tel.: (02194) 222540 - 48 www.supremepetrochem.com

**Dt: 01<sup>st</sup> August 2023**

**REF: SPL/HRD/10091124**

**Mr. Gajanan Mohan Dhon,  
A/P: Malegaon,  
Taluka: Nandura,  
District: Buldhana,  
Maharashtra,**

**PINCODE: 443 404.**

**Dear Mr. Gajanan Mohan Dhon,**

With reference to the Interview you had with us, we are pleased to make an offer of appointment to you as "Graduate Executive Trainee (Electrical)", at our Company's Works at Amdoshi, Taluka - Roha, District: Raigad, on the following terms and conditions.

- 1.a) During your training period, you will be paid Stipend of Rs.15,000/- (Rupees Fifteen Thousand only) per month.
- b) In addition, you will be eligible for Canteen Subsidy of Rs.1,000/- (Rupees One Thousand only) per month and Training Allowance of Rs.6,750/- (Rupees Six Thousand Seven Hundred Fifty only) per month.
- c) You will be eligible for House Rent Allowance of Rs. 4,500/- (Rupees Four Thousand Five Hundred only) per month. If bachelor accommodation is availed, then Rs. 1500/- (Rupees One Thousand Five Hundred only) per month will be deducted from your Salary.
- d) Free Local Transportation will be provided from Company Accommodation to Works.
- e) You are entitled to Leave Travel Assistance upto a limit of your one month's Consolidated Basic Salary, which will be paid per financial year and first such assistance shall be paid only after completion of nine months service.
- f) You will be eligible for other benefits and perquisites such as Personal Accident Insurance, Mediclaim under Company's Group Mediclaim Policy, Leaves and such other benefits as may be applicable to your grade as per rules of the company.
- 2) You will be eligible for the benefits available in accordance with the provisions in force from time to time, of the Employees Provident Fund Act and Scheme 1952.
- 3) You will be on training for a period of Twelve Calendar months (i.e. from 01<sup>st</sup> August 2023 to 31<sup>st</sup> July 2024), which may be curtailed or extended at the sole discretion of the Management. The Management reserves the right to terminate your traineeship at any time during the training period without assigning any reason thereof.
- 4) You will appear for the qualifying test within the period of 3 (Three) months from the date of appointment. If you fail to qualify as per the norms decided by the management, your employment with the company will be discontinued with immediate effect.

Your traineeship with the company can be terminated by either side by giving 15 day's notice or salary in lieu thereof.



*[Handwritten Signature]*

Page 1 of 3

Head

Regd Office / Corporate Office : Solitaire Corporate Park, Bldg No.11, 5th Floor,  
167, Guru Hargovindji Marg, Andheri - Ghatkopar Link Road, Chhatrapati Shivaji Maharaj  
Tel.: (91-22) 6708 1900 Fax: (91-22) 4005 5681 Web: www.supremepetrochem.com  
Department of Electrical Engineering  
Dr. Babasaheb Ambedkar Technological University  
Lonere, Raigad - 402160



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Your traineeship with the company can be terminated by either side by giving 15 day's notice or salary in lieu thereof.



- 6) Your Traineeship will be terminated if your conduct, attendance, progress, or performance during the period of training are found to be unsatisfactory.
- 7) Your appointment will automatically stand terminated on completion of the training period of Twelve Calendar months.
- 8) On completion of the Training Period of Twelve Calendar months, company may at its sole discretion, offer you regular employment subject to the following conditions:
  - a) Satisfactory performance during traineeship.
  - b) Medical fitness and
  - c) Availability of suitable vacancy.
- 9) If regular employment is offered by the Company, you will be on probation for a period of 6 calendar months which may be curtailed or extended at the sole discretion of the Management.
- 10) During your training with the Company, you will devote your whole time and attention to the work entrusted to you and will not directly or indirectly, for any part of your time carry on any business or occupation or enter in any capacity, the employment of or association in any business for profit or not, with any Firm, Company or Person.
- 11) You will not at any time, during the continuance of your training with the Company or thereafter, disclose, divulge either directly or indirectly to any Person, Firm or Company, any formulae, processes, methods, information or documents, whatsoever, which you may acquire during the course of or incidental to your training with the Company, concerning research, development, manufacturing, finance, business, property, contracts, affairs or customers of the Company. You shall use your best endeavors at all time to prevent the disclosure or divulgence of any such information relating to the affairs of the Company as aforesaid.
- 12) If at any time in the opinion of the Management in this behalf, which shall be final and binding on you, you are found guilty of dishonesty, disobedience, fraud, insubordination, riotous and disorderly behavior, negligence, indiscipline, refusal of work and overtime, overstaying sanctioned leave or absence from duty without permission for a period exceeding ten consecutive days or habitual absence or any other misconduct considered by the Company to be detrimental to its interests or to be in violation of any term or terms of this letter. The Company may without prejudice to any other action as may be called for without any notice or payment in lieu of any notice, put an end to and determine the employment of the said employee with the company, without prejudice to the above. The employee shall be deemed to have brought about such a situation by his misconduct compelling the company to put an end to his services.
- 13) You will be responsible for safe keeping and return in good condition and order, of all properties and / or assets which may be entrusted to you by the Company. We shall have the right to deduct the money value of all such properties and / or other assets from your dues and take such other action as we deem proper in the event of your failure to account for such properties to our satisfaction.
- 14) Health / Safety / Environment and Fire Fighting training will be given to you by the Company and thereafter the said responsibility will form part of your day-to-day job.



**Head**




- 15) During the period of your training, you are liable to be transferred to any Department, Office or Establishment forming part of our Organization anywhere in India and you will abide by the working hours of the department, office or establishment concerned without any extra remunerations..
- 16) You will be liable to be transferred from one shift to another depending upon the exigencies of work of the company.
- 17) You will keep us informed of any change in your residential address or in your civil status. All communication sent by the Company on the registered address recorded, will be construed as communication served on you.
- 18) During the period of training, you will abide by all the rules and regulations, discipline and safety procedures as applicable to other employees of the Company.
- 19) You will be eligible for leave entitlement during your training period as per the company's rules and regulations applicable to Trainees.

Kindly acknowledge your acceptance of the terms and conditions set out in this letter by signing the duplicate hereof and returning the same to us.

Thanking you,

Yours faithfully,

**For SUPREME PETROCHEM LTD**

  
**(K.V. MUJUMDAR)**  
**Director (Operations)**



I hereby accept the above-mentioned terms and conditions, which have been explained to me and are fully understood by me. The original of this letter is in my possession.

Date:

**(Gajanan Mohan Dhon)**

**FOR OFFICE USE ONLY.**

**Mr. Gajanan Mohan Dhon reported for training with effect from 01<sup>st</sup> August 2023.**

**(HRD DEPARTMENT)**

**Page 3 of 3**

**Head**

**Department of Electrical Engineering**  
**Dr Babasaheb Ambedkar Technological University**  
**Lone, Raigarh - 49103**



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Village Amdoshi / Wangani, Wakan - Roha Road, Taluka - Roha, Dist Raigad, Maharashtra 402 106  
Tel : (02194) 222540 - 48 www.supremepetrochem.com

REF: SPL/HRD/10091123

Dt: 01<sup>st</sup> August 2023

Mr. Sanket Sambhaji Gaikwad,  
A/P: Shipalkarwadi, Kautha,  
Taluka: Shrigonda,  
District: Ahmadnagar,  
Maharashtra,

PINCODE: 414 701.

Dear Mr. Sanket Sambhaji Gaikwad,

With reference to the Interview you had with us, we are pleased to make an offer of appointment to you as "**Graduate Executive Trainee (Electrical)**", at our Company's Works at Amdoshi, Taluka - Roha, District: Raigad, on the following terms and conditions.

- 1.a) During your training period, you will be paid Stipend of **Rs.15,000/- (Rupees Fifteen Thousand only) per month.**
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- c) You will be eligible for **House Rent Allowance of Rs. 4,500/- (Rupees Four Thousand Five Hundred only) per month. If bachelor accommodation is availed, then Rs. 1500/- (Rupees One Thousand Five Hundred only) per month will be deducted from your Salary.**
- d) **Free Local Transportation** will be provided from Company Accommodation to Works.
- e) You are entitled to **Leave Travel Assistance** upto a limit of your **one month's Consolidated Basic Salary**, which will be paid per financial year and first such assistance shall be paid only after completion of nine months service.
- f) You will be eligible for other benefits and perquisites such as **Personal Accident Insurance, Medclaim under Company's Group Medclaim Policy, Leaves** and such other benefits as may be applicable to your grade as per rules of the company.
- 2) You will be eligible for the benefits available in accordance with the provisions in force from time to time, of the **Employees Provident Fund Act and Scheme 1952.**
- 3) You will be **on training for a period of Twelve Calendar months (i.e. from 01<sup>st</sup> August 2023 to 31<sup>st</sup> July 2024)**, which may be curtailed or extended at the sole discretion of the Management. The Management reserves the right to terminate your traineeship at any time during the training period without assigning any reason thereof.
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- 10) *During your training with the Company, you will devote your whole time and attention to the work entrusted to you and will not directly or indirectly, for any part of your time carry on any business or occupation or enter in any capacity, the employment of or association in any business for profit or not, with any Firm, Company or Person.*
- 11) You will not at any time, during the continuance of your training with the Company or thereafter, disclose, divulge either directly or indirectly to any Person, Firm or Company, any formulae, processes, methods, information or documents, whatsoever, which you may acquire during the course of or incidental to your training with the Company, concerning research, development, manufacturing, finance, business, property, contracts, affairs or customers of the Company. You shall use your best endeavors at all time to prevent the disclosure or divulgence of any such information relating to the affairs of the Company as aforesaid.
- 12) *If at any time in the opinion of the Management in this behalf, which shall be final and binding on you, you are found guilty of dishonesty, disobedience, fraud, insubordination, riotous and disorderly behavior, negligence, indiscipline, refusal of work and overtime, overstaying sanctioned leave or absence from duty without permission for a period exceeding ten consecutive days or habitual absence or any other misconduct considered by the Company to be detrimental to its interests or to be in violation of any term or terms of this letter. The Company may without prejudice to any other action as may be called for without any notice or payment in lieu of any notice, put an end to and determine the employment of the said employee with the company, without prejudice to the above. The employee shall be deemed to have brought about such a situation by his misconduct compelling the company to put an end to his services.*
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**(K.Y. MUJUMDAR)**  
**Director (Operations)**

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Date:

**(Sanket Sambhaji Gaikwad)**

**FOR OFFICE USE ONLY.**

**Mr. Sanket Sambhaji Gaikwad** reported for training with effect from **01<sup>st</sup> August 2023.**

**(HRD DEPARTMENT)**

WTL/2023/05/OFRL/95

Date: 04<sup>th</sup> May, 2023

To,  
Mr. Divyaraj Manikraj Yadav  
AT - Shiste, PO - Borli Panchatan,  
Tal - Shriwardhan, Raigarh,  
Maharashtra - 402403

**Subject: Offer Letter**

Dear Mr. Divyaraj Manikraj Yadav,

We are pleased to offer you the position as "Senior Executive - Research and Development" in our organization, based at Surat (ESS Plant).

The appointment letter with detailed terms & conditions will be issued to you upon your joining us.

**Date of Joining: 01<sup>st</sup> July, 2023.**

Kindly submit the photocopies of the following documents on the date of Joining.

- Academic Qualification Certificates.
- Appointment Letter of all previous employers.
- Reliving letter & Experience Certificate of all previous employers.
- Salary Slip of last three months.
- Twelve recent passport size photographs with white background.
- Identity Proof and Address proof (Present & Permanent).
- Medical Fitness Certificate of Min. MBBS doctor.
- Birth and leaving certificate.
- Family Photograph
- Provisional Form 16 for income tax purpose.
- Cancel Cheque Copy (ICICI Bank If a/c available)

We request you to sign the duplicate copy of this offer letter as a token of your acceptance of the same.

For Waaree Technologies Ltd.,



**Rushabh Doshi**  
Director

I accept the offer as mentioned in this letter and affix my signature herein below as a token of my acceptance of the same.

Mr. Divyaraj Manikraj Yadav

Note: Offer letter will expire if not join on date of joining.

**Waaree Technologies Limited**

(Formerly known as H.K. Trade International Limited)

Works

: Shed No. 02, Plot No. 334, Road No. 3, Rajkamal Chowkdi, Sachin G.I.D.C.,  
Surat - 394 230 Gujarat-India.

Registered Office : 602, Western Edge-1, Western Express Highway, Borivali (E), Mumbai 400066, MH, India.

Tel : +91-22-6644 4444, Fax : +91-22-6644 4400,

E-mail : [info@hktrade.in](mailto:info@hktrade.in), Website : [www.hktrade.in](http://www.hktrade.in), CIN NO : L74110MH2013PLC244911

Department of Electrical Engineering  
Dr. Babasaheb Ambedkar Technological University

Lonere, Raigad - 402103



WTL/2023/05/OFRL/95

Date: 04<sup>th</sup> May, 2023

To,  
**Ms. Siddhi Sanjiv Masal**  
AT Navghar, PO- Lonere,  
Tal - Mangaon, Raigarh,  
Maharashtra - 402103.

**Subject: Offer Letter**

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**Ms. Siddhi Sanjiv Masal**

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**Registered Office** : 602, Western Edge-1, Western Express Highway, Borivali (E), Mumbai 400066, MH, India.  
Tel : +91-22-6644 4444, Fax : +91-22-6644 4400  
E-mail : [info@hktrade.in](mailto:info@hktrade.in), Website : [www.hktrade.in](http://www.hktrade.in), GIN NO : 174110MH2013PLC244911

Lonere, Raigarh - 402103