

HCC

HRD/LM028

April 9, 2018

Mr. Yashodip Rohidas Borse
A/P 54 Ramalaya, Gabaji Nagar
Dondaicha, Tal - Shindkheda
Dist - Dhule - 425 408
Maharashtra

Dear Mr. Borse,

Please refer to your application and the discussions we had regarding your appointment in HCC Limited. We are pleased to offer you the position of **Trainee Engineer**.

Presently, your posting will be at our **BARC Tarapur Project, Maharashtra**. However, based on the needs of the company, you can be transferred to any branch, site (or project), group (or associate) companies or a joint venture entered into by the Company, located anywhere in India or abroad.

Please indicate the date of your joining which should not be later than **16th April, 2018**. We would like you to join HCC at the earliest.

You are requested to submit the documents as per the Annexure - I at the time of joining.

A formal letter of appointment will be issued on the terms and conditions as discussed between us on your joining HCC, subject to the following:

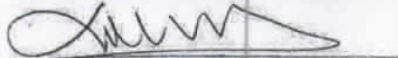
1. On verification of the documents submitted by you as per the Annexure I
2. Medical Fitness Certificate (as detailed in the Annexure I)

Please sign the duplicate copy of this letter in token of having received its original and acceptance of the same and also indicate the date of your joining. The duplicate copy of this letter, duly accepted & signed by you should reach us before **10th April, 2018** otherwise this offer letter will stand cancelled.

Looking forward to a mutually beneficial association.

With Best Wishes,

Yours sincerely,
for HINDUSTAN CONSTRUCTION CO LTD



LIPSA MISHRA
SENIOR VICE PRESIDENT - GROUP HUMAN RESOURCES

I accept the above offer and will join your Organization on or before 16-04-18.

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YASHODIP ROHIDAS BORSE

	NAME		Yashodip Rohidas Borse
	GRADE		TR
	DESIGNATION		Trainee Engineer
	LOCATION		BARC Tarapur Project
Monthly Payments - taxability as per applicable Income Tax rule	STIPEND		6500
	SITE ALLOWANCE	30% of Stipend	1950
	TRANSPORT ALLOWANCE		1600
	ADHOC ALLOWANCE a		7235
	MEDICAL PAY	8.33% of Stipend	541
	TOTAL 1	Gross Payslip	17826
Annual benefits - taxability as per applicable Income Tax rule	LTA	8.33% of Stipend	541
	TOTAL 2		541
Retirals - taxability as per applicable Income tax rule	PF	12% of Stipend	780
	GRATUITY b	4.81% of Stipend	313
	TOTAL 3		1093
Facilities not convertible into cash - notional figures	RENT FREE ACCOMMODATION (RFA)	10% of Stipend	650
	RFA (Location Specific)		
	FOOD FACILITY c		440
	MEDICLAIM d		268
	GROUP ACC POLICY		17
	TOTAL 4		1373
	CTC PER MONTH [Fixed Pay]		20834
	CTC PER ANNUM [Fixed Pay]		250003

a - The adhoc allowance given to you may be adjusted in other allowance / Stipend, in future without any reduction in your total gross salary.

b - Applicable as per Payment of Gratuity Act

c - Value of direct food subsidy at HO / computed value of the infrastructural facilities at site.

d - As per applicable policy of the company covering upto maximum 4 family members i.e. Self, Spouse and 2 Children (subject to age limits).

The values of HRA (Including Location Specific HRA) / RFA (Including Location Specific RFA), as applicable & Site Allowance are computed as per company policy and are inter-linked components of the compensation structure. In case of transfer, the above will change as per policy applicable to the place of transfer.


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Yashodip Rohidas Borse

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ANNEXURE - I

Attached to the Offer letter dated 6th April, 2018 of Mr. Yashodip Rohidas Borse

You are requested to submit the following documents on the day you join. This will enable us to issue you your appointment letter immediately and also process the payroll for your salary.

1. Certificate of Birth (school leaving certificate or SSC passing certificate where the date of birth is mentioned).
2. A copy of your Educational qualification certificates duly attested by a Gazetted Officer.
3. Medical fitness certificate with blood group (certified by a registered Medical Practitioner holding MBBS Degree).
4. Passport size colored photograph in White background [Resolution - 300dpi in Square shape & Size - 3.5 x 3.5 cm (413 x 413 pixels)] - 6 nos. in hard copy and one no. in Soft copy in .jpg format to be provided.
5. A copy of your Permanent Account Number (PAN).
6. A copy of your Aadhar Card.
7. A copy of your Passport (if available).

I agree to submit the aforesaid documents at the time of joining the organisation.

NAME : Borse Yashodip R.

SIGNATURE: 

PLACE : Dhule

DATE : 10/04/2018

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Yashodip Rohidas Borise

Employee Number

014066

Blood Group: O+ve