

Ref. No. : APT / Veterinary / 828214

Date : 05/08/2019

**LETTER OF APPOINTMENT****"Form A"**

(See Rule 22 (1) of The Sales Promotion Employees (Condition of Services) Act 1976 with Sales Promotion Employees (Condition of Services) Rules 1976)

Name of the Establishment	: Alembic Pharmaceuticals Ltd
Address	: Alembic Road, Vadodara-390003
Name of the employer	: Alembic Pharmaceuticals Ltd
Name & address of the Sales Promotion Employee	: <b>Mr. Ganesh Shete</b> A/P Hiwargaon Pawasa Ahmednagar , Maharashtra - 422605

With reference to your application and subsequent interview you had with us, We are pleased to put you as **Trainee Field Sales Officer**, for our **Veterinary** division based at **Mumbai -1 (West)** as your Head Quarter with effect from **05/08/2019** on the following terms & conditions:

1. You will undergo training for a period of six months from the date of joining. The Company however, shall have the right to extend or curtail the said period of Six Months subject to your performance.
2. During your training period, you will be paid salary as per the Annexure – 1.
3. The training may comprise of classroom sessions and on-the-job training in nominated departments of the Division, and may include the assignment of independent work. It is mandatory that you successfully deliver the expectations of the theoretical and practical aspects of the training.
4. The Division will have the sole discretion of setting out your training program and for this purpose, you may be required to be transferred from one Division / Location / Head Quarter to another across India, if the Division is of the opinion that it is necessary for the purpose of your training.
5. During the training period, if your performance is any way found unsatisfactory, your training period will be discontinued on any day without giving any notice and without assigning any reason or compensation whatsoever. The Division will review at the end of every month your training progress and for that purpose may give some trade tests, if it is so desired. You must show satisfactory periodicals progress during the training period. Your training period can be extended / terminated / curtail at the discretion of the Division of the Company. You will continue to be on training till such time as you are otherwise communicated in writing.