



Utility Powertech Limited

(A JV of Reliance Infrastructure Ltd. and NTPC Ltd.)

'UPL HOUSE' W-24, Sector-11, Noida - 201301, U.P., India
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E-mail : uplpowertech@uplmail.com, Website : www.utilitypowertech.org

Ref.No.: UPL/Manpower/Assign/NT/TM

Date :20.02.2023

Mr. Tapas Maity
S/O. Shri Abhinash Maity
Add.: Vill-Mahammadpur, P.O.- Rampur, P.S.- Nandigram,
Dist.- Purba Medinipur, State- West Bengal, Pin-721631
Mob.: 8794975236

Subject: Offer of Engagement on Assignment as Sr. Engineer

With reference to your application and the formal interaction, we are offering you fixed term contract for our project site at EESL for a period of from the date of joining i.e.01.02.2023 to 31.07.2023 on the following terms & conditions:

1. You will be paid monthly Emoluments and allowances as applicable to your category and the details are given in attached **Annexure-A**. Deductions towards Provident Fund and Company's contribution thereof, ESIC or Medclaim as applicable will be done as per statutory requirements.
2. Your engagement is against the specific assignment received from the client. Without any prejudice, your engagement is for a specific period as mentioned in this offer of engagement and no further claim for re-engagement shall be accepted.
3. Apart from the Weekly off, National Holidays/Closed Holidays of the client office, you will be entitled to avail one day leave per month during the assignment period. All other kinds of absence will be treated without compensation and necessary deductions may be affected from your compensation package. However, based on work requirements you may be called on Sunday/holiday.
4. This engagement may also be terminated at any time by either party by giving one month notice in writing or by payment of one month salary i.e. Basic pay plus DA in lieu thereof. The management (site establishment) reserves the right to such termination without assigning any reason. Your engagement shall stand terminated automatically on expiry of Engagement period.
5. You have been covered under the Group Gratuity Scheme (Contractual) of LIC of India w.e.f. 01.02.2023 in terms of the above said policy. Gratuity shall be applicable on completion of not less than 05 (five) years of continuous service/engagement under different contract assignments and will be payable at the time of final exit from the company.
6. You will be covered under the Group Personal Accident Insurance Scheme (GPAIS).
7. As regards discipline and duties, you will be subjected to the rules and regulations in force of the client's office as well as of UPL from time to time.
8. You are required to produce an original certificate in support of your date of birth, educational qualification, experience, and salary certificate of previous employer, etc. with Xerox copies thereof at the time of joining.
9. You are requested to submit your health certificate from a government body and Police Verification Report from your local SP office/police station, within 15 days of joining.

If you agree to the above, please return the duplicate copy of this letter duly signed by you at the time of reporting to UPL, as a token of your acceptance of this offer letter.

Thanking you,

For Utility Powertech Ltd.,

HR Executive Signature

Name: Seema Prasad

Designation: Dy. Manager (HR)

Site:Head Office

Ref.: UPL/Manpower-Assign/NT/TM

Date : 20.02.2023

Mr. Tapas Maity

S/O. Shri Abhinash Maity

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Dist.- Purba Medinipur, State- West Bengal, Pin-721631

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Salary Structure for Assignment Employee as Sr. Engineer

PART A - MONTHLY / ANNUAL BENEFITS		
Sl. No.	Description	Amount Payable (Rs.)
1	Salary (Basic Pay + DA)	33088/-Per Month
2	PMJJBY	436/-Per Annum
3	PMSBY	20/-Per Annum
4	Bonus / Ex-Gratia	1749/-Per Month
5	Earned Leave	6618/- for 06 Months
6	Retrenchment Benefit / Gratuity	As Applicable
PART B 1 - OTHER ALLOWANCES		
Sl. No.	Description	Amount Payable (Rs.)
1	Conveyance / Transport	2000/-Per Month
2	SCA / FCA (Special) Allowance	1000/-Per Month
3	Perquisite Allowance (Performance Allowance)	2500/-Per Month
4	Mobile / Communication	800/-Per Month
PART B 2 - OTHER ALLOWANCES		
Sl. No.	Description	Amount Payable (Rs.)
1	North East Allowance	4136/-Per Month

Thanking You
For Utility Powertech Limited



HR Executive Signature
Name : Seema Prasad
Designation : Dy. Manager (HR)
Site : Head Office