



गेल (इण्डिया) लिमिटेड

(भारत सरकार का उपक्रम - महारत्न कम्पनी)

GAIL (India) Limited

(A Govt. of India Undertaking - A Maharatna Company)

GAIL Bhawan, 16, Bhikalji Cama Place, R.K. Puram, New Delhi-110066

Email: career@gail.co.in; Tel Nos.: 011-26182955/26172580 Extn.: 2441/2462

Corporate Identification Number: L40200DL1984GOI018976

No. GAIL/CAMPUS/2019-20/ET/INST

Date: November 06, 2020

DEAR SHRI AYUSH BAGAI,

1. This has reference to the Campus Interview attended by you at NIT, Rourkela on 04.01.2020 for the post of **EXECUTIVE TRAINEE (INSTRUMENTATION)** in E-2 Grade in the Pay Scale of **Rs.60,000-1,80,000/-** in **GAIL (India) Limited**.
2. We are pleased to offer you the post of **EXECUTIVE TRAINEE (INSTRUMENTATION)** in **E-2 Grade** in the **Pay Scale of Rs.60,000 – 1,80,000/-** with Initial Basic Pay of **Rs. 60,000/- p.m.** Your initial Training-cum-Probation period will be for 12 months and on its satisfactory completion, you will be absorbed as **SENIOR ENGINEER (INSTRUMENTATION)** in the said **Pay Scale of Rs. 60,000 – 1,80,000/-**. The selection is subject to your being found medically fit. **This offer is also subject to fulfilment of conditions as mentioned below and also as contained in the enclosed Annexures.**
3. During the aforesaid Training-cum-Probation period and/ or after absorption, you may be posted at any of the Installations/ Projects/ Offices etc. of GAIL (India) Limited or placed in any function, depending upon business requirements of the Company and you will be designated accordingly. You are advised to refrain from bringing outside influence on the Management of GAIL (India) Limited for your posting/ placement and/or transfer during your service in the Company.
4. You are requested to produce all original certificates/ mark sheets/ testimonials in respect of Date of Birth, Qualifications (Matriculation onwards), SC/ ST/ OBC (NCL)/ PWD certificate (wherever applicable), Experience, (if any), etc. at the time of joining GAIL (India) Limited, failing which, you will not be allowed to join.
5. Your appointment to the post of **EXECUTIVE TRAINEE (INSTRUMENTATION)** is further subject to fulfilment of following eligibility criteria/ conditions:
 - (a) Bachelor Degree in Engineering in Instrumentation / Instrumentation & Control / Electronics & Instrumentation / Electrical & Instrumentation/ Electronics/ Electrical & Electronics with minimum 65% marks.
 - (b) **If at any stage of the selection process and also during your service in GAIL, it is found that you do not fulfill the above eligibility criteria/ conditions or the original documents or xerox copies thereof are found to be fraudulently obtained, your services shall be liable to be terminated without giving any prior notice or assigning any reasons therefor.**
6. Your initial place of posting for on the job Training-cum-Probation will be at **GAIL (INDIA) LIMITED, KHERA COMPRESSOR STATION, VILLAGE-CHIKLI, TEHSIL-TARANA, DISTT.-UJJAIN-456 668, MADHYA PRADESH(PHONE 0734-2517060,0734-2511240)**. Your final place of posting will be decided upon completion of Training-cum-Probation period.
7. During the Training-cum-Probation period, you may also be governed by the provisions of the Apprentices Act, 1961.
8. During your service in GAIL, you are liable to be seconded, deputed or transferred to any Govt. Department, any other Company, including a Joint Venture or Subsidiary Company of GAIL (India) Limited in India or abroad, and you will be bound by such transfer orders. In case of your deputation, transfer or secondment, you will be guided and regulated by the terms and conditions as mutually agreed between GAIL (India) Limited, and the Company to which you are transferred/ seconded/ deputed.
9. During the Training-cum-Probation period, in addition to Basic Pay, you will be entitled to various allowances, reimbursements and benefits as per details enclosed at **Annexure - I**.
10. Terms and conditions during Training-cum-Probation period and after successful completion of same are enclosed at **Annexure - II**.

Ayush Bagai

11. The aforesaid one year period of Training-cum-Probation would involve on the job training, mid-term appraisal and final appraisal. In this respect you may note that seniority of the Executive Trainees shall be determined as per their position in the performance assessment, (which will include Mid Term Assessment, Reporting Officer's Assessment, Final Assessment etc.), made at the end of one year of training, provided they join the services in the Company within the date(s) as stipulated in the offer of appointment. In case an Executive Trainee does not join the services within the stipulated date(s), his/ her Inter-se seniority will be reckoned from the date of joining (DOJ) the service, below the batch of Executive Trainees who joined the services of the company within the date(s) as stipulated in the offer of appointment.
12. You are, therefore, required to report to CM (HR), GAIL (INDIA) LIMITED, KHERA COMPRESSOR STATION, VILLAGE-CHIKLI, TEHSIL-TARANA, DISTT.-UJJAIN-456 668, MADHYA PRADESH(PHONE 0734-2517060,0734-2511240) on **23rd November 2020** for completing joining formalities.
13. For initial joining in GAIL (India) Limited in response to this offer of appointment, you will be entitled to reimbursement of travel expenses upto 2nd AC single rail fare from your place of residence to Khera by the shortest route along with local travel expenses by Auto Rickshaw for travelling from Residence to Railway Station and from Railway Station to GAIL, Khera.
14. Please note that you will be allowed to join the offered post only on meeting the terms and conditions specified in this Offer of Appointment.
15. In case this offer is acceptable, please return the duplicate copy of the offer after appending your signature on each page as a token of acceptance of the offer **within 07 days** from the date of issue of offer of appointment. In case, we don't receive any response from you within 10 days from the date of issue of the offer letter, it will be presumed that you are not interested in this offer, and the same shall be deemed to have been withdrawn/ cancelled from our end without any further communication.
16. We heartily welcome you to GAIL (India) Limited and look forward to a long and mutually beneficial association.

With warm regards and best wishes,

Yours sincerely,


(Dev Kumar K)
General Manager (HRD)

SHRI AYUSH BAGAI
RLY QRT NO. 1581/C, PLANT DEPOT COLONY,
MUGHAL SARAI, CHANDAULI,
UTTAR PRADESH - 232104.
Email: ayushbagai7@gmail.com

Copy to:

1. ED (Training & R&D & Start-up), GTI, Noida
2. CGM (HRD), GAIL, New Delhi
3. GM (HRD), GAIL, New Delhi
4. HR Incharge, GAIL, Khera

ACKNOWLEDGEMENT & ACCEPTANCE

- I shall report for joining GAIL on 23rd November 2020
- I have read and understood the above terms & conditions and hereby give my acceptance of the same.

Date: 10/11/2020

Signature: Ayush Bagai

(AYUSH BAGAI)