

TPWODL/HR/2022/Rec – 570

16-08-2022

**Mr. Rajat Moreshwar Denge**

**Shri Hari Complex, Nr Tapovan Vidyalaya,  
Kamatghar, Bhiwandi – 421302**

Dear Mr. Rajat,

**Sub: Offer of appointment at TP Western Odisha Distribution Limited for the post of “Lead Engineer – Commercial Customer Service”**

Further to the discussion we had with you, and based on the job profile, we have the pleasure in appointing you in the Management Cadre of TP Western Odisha Distribution Limited as per the terms and conditions mentioned below:

**1. DESIGNATION**

**Lead Engineer – Commercial Customer Service**

**2. COMPENSATION**

Your basic salary per month is fixed at **Rs.18,736/- (Rupees Eighteen Thousand Seven Hundred and Thirty-Six Only)**, in Grade **ME03**. Details of your salary structure are given in Annexure A. Your progress will be evaluated and increment in your salary will be subject to your overall performance and shall be at the discretion of the Management.

**3. RETIRAL/INSURANCE BENEFITS**

You will be entitled to retiral and insurance benefits such as Provident Fund, Gratuity, Mediclaim, Personal Accident Insurance, Group Term Life Insurance, etc., as may be applicable to your category in the Company.

**4. LEAVE**

You will be entitled to leave as per rules applicable to your category in the Company.

**5. PLACE OF WORK**

- i) Your place of work will be currently at **Burla**.
- ii) Your services are liable to be utilized by or transferred to any of the offices, work sites, divisions, departments, sections, etc. of The Tata Power Company Limited, which is in existence as on date and which may come into existence in future, without any additional remuneration or other benefits.
- iii) Your services are also liable to be deputed / seconded / transferred to other existing sister/ associate Companies in India or abroad as on date or to such other sister / associate Companies which may come into existence in future, and your conditions of service will be as applicable to that establishment.

**6. SECRECY**

You shall not at any time or times disclose, divulge or make public any of the technologies, processes, accounts, transactions, dealings, etc. of the Company whether the same may be confided or become known to you in the course of your above assignment or otherwise.

**7. PROBATION**

You will be on probation for a period of one year from the date of joining during which your performance, conduct and such other traits will be closely monitored. You will be confirmed in your service only when your performance and such other attributes are found satisfactory and you are intimated to that effect in writing.

**8. TERMINATION OF SERVICE**

During probation period, your services are terminable with **fifteen days'** notice or salary in lieu thereof on either side. After confirmation, your services are terminable with **three months'** notice or salary in lieu thereof on either side.

If during the notice period you are absent without permission, your services can be terminated without any notice.

**9. RULES & REGULATIONS**

During your employment, you will be governed by the policies, rules, regulations of service and orders of the Company that may be in force and which may be amended, altered or extended from time to time. Your acceptance of this offer carries with it your agreement to observe all such rules, regulations and orders, current and future.

**10. MEDICAL FITNESS**

Your appointment and/or continuance in the employment is subject to your being found medically fit at all times by the Company's Chief Medical Officer.

**11. REFERENCE CHECK**

Your appointment and/or continuance in the employment is contingent upon successful completion of positive reference check & background verification from all your previous employers including current employer. Your appointment will be terminated without any further notice if adverse feedback is received during reference check & background verification post your joining

**12. RETIREMENT**

You shall automatically retire from the services of the Company on attaining the age of 60 years and shall have no claim to be continued in the services of the Company thereafter.

**13. GENERAL**

- i) You shall abide by the Tata Code of Conduct, a copy of which is enclosed.
- ii) You shall abide by all the safety rules, regulations and directives in force from time to time failing which strict disciplinary action as deemed fit shall be initiated against you.
- iii) The job is a full time assignment and you shall devote your whole time and attention to the interest of the Company and shall not engage yourself in any other business/occupation, which will compromise on your time and commitment to the Company.
- iv) Monthly and Annual perquisites and benefits will not be reckoned for any other benefit or remuneration or payment whatsoever including contributions toward Provident Fund, Superannuation Fund, Gratuity, etc.

If the above terms and conditions are acceptable to you, please sign and return the duplicate copy of this letter in token of your acceptance by **19<sup>th</sup> Aug'22** and arrange to report for duty formally on or before **31<sup>st</sup> Aug'22** failing which this offer shall automatically stand cancelled without any further reference to you.

Thanking you,

Yours truly  
for **TP Western Odisha Distribution Limited**



**Cosmos Lakra**  
**Head HR,IR & ES&A, TPWODL**

I accept the above terms and conditions:

**Signature of the Candidate**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Encl: Annexure 'A' (Perquisites & Benefits applicable)  
Annexure 'B' (Tata Code of Conduct Booklet)

**ANNEXURE 'A'**

**ALLOWANCES AND BENEFITS APPLICABLE TO**  
**Mr. Rajat Moreshwar Denge - GRADE ME03**

**A. Basic Salary Rs.18,736/- (Rupees Eighteen Thousand Seven Hundred and Thirty-Six Only) per month.**

**B. Flexible Allowances:**

You will be paid a Flexible Allowance of **80% of your basic salary**. Currently the amount stands at **Rs 14,989/- (Rupees Fourteen Thousand Nine Hundred and Eighty-Nine Only)** per month. This allowance may be claimed over the following heads subject to prevailing rules / tax laws.

1	House Rent Allowance (HRA)	As per company Policy. (In case company accommodation is provided, your total Flexible Allowances will be lower by <b>15%</b> of your basic per month, or to the extent as per the applicable policy for the location. In that case, no HRA amount can be claimed against this head if Company accommodation is provided.)
2	Residential Telephone Reimbursement	Up to <b>Rs.350/- (Rupees Three Hundred and Fifty only)</b> per month. Any Perquisite Tax on this account will be borne by you.
3	National Pension Scheme	Claims / Options against these items are subject to prevailing rules / tax laws.
4	Education Aid / Hostel Subsidy	
5	Leave Travel Assistance	
After allocation of your flexible allowance over the above heads, if there is any balance amount left within your eligible limit, the same will be paid to you as Balance Cash.		

**C. Fixed Allowances:**

1	Food Coupons	<b>Rs.500/- (Rupees Five Hundred only)</b> per month applicable to the location of posting.
2	Additional HRA	<b>Rs.450/- (Rupees Four Hundred and Fifty only)</b> per month. You will be eligible for Additional HRA as per the company policy

**D. Retirals:**

1	a) Provident Fund b) Superannuation Fund c) Gratuity	You will be eligible for Provident Fund, Superannuation Fund and Gratuity benefits as per the Company schemes in force & as amended, altered or modified from time to time.
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**E. Other Benefits:**

1	a) Mediciam (Hospitalization) b) Personal Accident Insurance c) Group Term Life Insurance Benefit	As per Company Policy and rules applicable to the location of posting
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**F. Performance Linked Pay:**

The Management may, at its discretion, grant you annual performance linked pay depending on your performance and other factors as determined by the Company from time to time.

Allowances & Benefits applicable would be governed as per compensation structure agreed between you and the company subject to prevailing company rules and as amended from time to time.

Fitment Sheet for TP Western Odisha Distribution Limited			
<b>Name:</b>		Mr. Rajat Moreshwar Denge	
<b>Age in Years:</b>		26 Yrs	
<b>Position:</b>		Lead Engineer - Commercial Customer Service	
<b>Grade:</b>		ME03	
<b>Organisation:</b>		TPWODL	
Sl.	Compensation Details (in INR)	Monthly	Annual
I	Basic Pay	18,736	2,24,832
II	Accommodation/HRA	As per Company Policy	
III	Fixed Allowances	950	11,400
IV A	Flexi (Superannuation Allowance)	2,810	33,725
IV B	Flexi Allowances (Allocable)	14,989	1,79,868
<b>A (I+II+III+IV)</b>	<b>Fixed Compensation</b>	<b>37,485</b>	<b>4,49,825</b>
V	Retirals	3,149	37,788
	Provident Fund	2,248	26,976
	Gratuity	901	10,812
VI	Performance Pay at Mid Performance (P3) Rating	9,368	1,12,416
<b>B(A+V+VI)</b>	<b>Direct Cost to Company</b>	<b>50,002</b>	<b>6,00,029</b>
VII	Other Non Cash Benefits *	TPWODL	
1	Premium amount of Group Personal Accident @ Rs 18 lacs		846
2	Premium amount of Hospitalization / Medical Insurance @ Rs 5 lacs		17088
3	Annual Leave Encashment @ 15 days in a year	1093	13115.2
4	Mobile Billing limit per month	300	3600
5	Data Card /Set Reimbursements (per year amount)		3500
6	Data Billing Limit per month	400	4800
7	Housing Benefit	As per Company Policy	
8	Group Term Life Insurance Benefit	As per Company Policy	

Breakup of Fixed Allowance (INR pm)		
1	Food Coupons (pm)	500
2	Additional HRA (pm)	450
3	Total Fixed All. (pm)	950

Notes:	
1	* Other Non-Cash Benefits are governed by Company Policy in force or as amended from time to time and/or any statutory norms, if applicable
2	** Deduction from Salary in case of CLA/ COA and calculation of SHMA (wherever applicable) will be as per Company Policy in force or as amended from time to time
3	Flexi Allowance (Allocable) as indicated above is a lump sum amount which can be claimed over various salary heads (as per company policy in force or as amended from time to time), as per choice of the employee subject to limits specified under prevailing tax laws.
4	You may choose to contribute to the Company Superannuation Fund or receive the Superannuation Allowance (15% of Basic salary) as a monthly cash component subject to taxation under prevailing tax laws
5	Retirals consist of Provident Fund (12% of Basic Pay) and Gratuity (4.81% of Basic Pay) subject to applicable statutory norms or Company Policy in force or as amended from time to time, as applicable
6	Annual Performance Pay is at the discretion of Management and dependent on individual performance as well as other factors as determined by the Company from time to time.
<b><i>Compensation details are private and confidential. Recipient is requested not to discuss the contents/details of compensation with anyone within or outside the organization except with designate authorities.</i></b>	



TPL/BHR/22-23/1267

20/09/2022

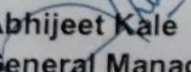
**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Rajat Denge (Code 905842) has worked with us as an Executive in Billing from 02/12/2019 to 20/09/2022.

During his tenure with us, he was sincere and responsible in his duties.

We wish him success in his future endeavor.

**For Torrent Power Ltd.**

  
**Abhijeet Kale**  
**General Manager (HR)**

**TORRENT POWER LIMITED**

CIN L31200GJ2004PLC044068

Aadeshwar Tower, A-Wing, Kamatghar, Narpoli Road, Bhiwandi-421302, Phone : 02522-241900  
Regd. Office : "Samarvay", 600, Tapovan, Ambawadi, Ahmedabad-380015, India. Phone : +91 79 2662 8000. [www.torrentpower.com](http://www.torrentpower.com)



**ESSJAY ERICSSON (P) LTD.**

**CIN – U74899DL1971PTC005492**

Date: 8/16/2016

Ref No: EEL/HR-16:00152

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that **Rajat Moreshwar Denge** has successfully completed his Apprentice Trainee of one year with us starting from **7/17/2015** to **7/16/2016** in **Maharashtra** Circle.

He has been a very hardworking resource and has shown very good learning & understanding abilities. During the training period, we found him sincere and dedicated towards his work.

We wish all the best for his future assignments.

**For Essjay Ericsson Private Limited**

**Rishi Yadav**  
**Head - HR**  
**EEL**

## Internship Completion Letter

8 May 2019

Hello,

To Whomsoever It May Concern

This is to certify that Mr. Rajat Denge from G.H Rasoni College of Engineering, Nagpur., has completed his internship at Reliance Jio Infocomm Ltd from 26 Nov 2018 to 26 Apr 2019.

During this period, Mr. Rajat Denge completed a project titled "Technology Learning Lab" under the guidance of Mr. Pradip Punwatkar.

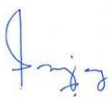
Please Note: As the project involves highly sensitive data, all the details and the contents made towards the project needs to be kept confidential. Under no circumstances must this be shared nor distributed in any form to anyone other than the company authorized personnel or as is required by law. It is expected that Mr. Rajat Denge complies and adheres to the company policy and its rules.

During the internship period, we found Mr. Rajat Denge to be sincere and diligent.

We wish him all the best in all his future endeavours.

Yours sincerely,

For Reliance Jio Infocomm Ltd,



**Authorized Signatory**