

# KT LFTZ ENTERPRISE

RC0706



5<sup>th</sup> January 2022

The Managing Director  
Lagos Free Trade Zone Company  
23, Adeola Odeku Street,  
6<sup>th</sup> Floor Block A,  
Nipost Office Towers,  
Victoria Island,  
Lagos.

Dear Sir,

## APPLICATION FOR STR VISA FOR MR. ADUKIA CHETAN

Please find enclosed herewith, the following documents as submitted by Mr. Adukia Chetan (expatriate) who has been appointed as **"SUPPLY CHAIN MANAGER"** for KT LFTZ Enterprise. He will be accompanied by his spouse.

S/N	NAME	SEX	DESIGNATION	NATIONALITY	PASSPORT NO
1	ADUKIA CHETAN	M	SUPPLY CHAIN MANAGER	INDIAN	Z 5114852
2	AGARWAL AYUSHI	F	ACCOMPANY SPOUSE	INDIAN	N 7758901


Documents attached are as stated below

1. Photocopy of International Passport
2. Photocopy of Curriculum Vitae and Credentials.
3. Photocopy of Marriage Certificate
4. Copy of Appointment Letter.
5. Copy of Acceptance Letter.
6. Copy of Operating License.
7. Copy of Certificate of Registration.

We kindly request you to do the needful to enable him obtain STR visa at the Nigeria High Commission in India.

Thanking you for your usual kind co-operation and response.

Yours faithfully,  
FOR: KT LFTZ ENTERPRISE

  
Liasu A. Y.  
HR/Admin Manager



end type

P



उपनाम / Surname

ADUKIA

Z5114852

ਨਿੱਥਾ ਦੱਸਾ ਜਾਵੇ/ Given Name(s)

CHETAN

western / Nationality

भारतीय / INDIAN

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M

**Date of Birth**

09/05/1990

जन्म स्थान / Place of Birth

HOWRAH, WEST BENGAL

जारी करने का स्थान / Place of issue

KOLKATA

Chetan Adulkar

खारी करने की तिथि / Date of issue

01/04/2019

व्यवस्थापक की तिथि / Date of Expiry

31/03/2029

[illegible]







## CA CHETAN ADUKIA

☎ : +91-9903046888 📞 +27 63 454 9600; 💻 - chetanadukia.

✉ : adukiachetan@yahoo.co.in; 📍 - 169, Shree Ram Dhang Road, Salkia, West Bengal, India - 711106



### FINANCE & ACCOUNTS PROFESSIONAL

“Extensive direct international experience in Manufacturing FMCG Entities’ Accounting, Financial Planning, Supply Chain, Project Planning & Business Leadership with an established record of success in significantly growing enterprise value.”

“Proven ability to improve commercial operations, impact business growth & maximize profits through achievements in finance management, cost reductions, internal control, supply chain improvements, operational efficiency & productivity improvements.”

### PROFILE SUMMARY

- Dynamic professional offering over 7 years of rich experience in:

Accounts & Finance

Treasury Management

Reporting of Board Packs/HFM

Cost/Variance/Finance Analysis

Budgeting/Forecasting

Supply Chain

ERP Implementation/ MIS Reporting

Business Set up in New Country

Project Planning & Execution

- Proficient in supervising timely preparation of Statutory Books. Skilled in handling analysis of Costing for FMCG industry.
- Capable of implementing financial procedures, working capital management, internal financial controls and ERP improvements.
- Expert in developing working procedures and implementing cost effective solutions for enhancing operations of the company.
- An effective communicator & analyst with good interpersonal & people management skills.

### CORE COMPETENCIES

#### Finance & Accounts

- Overseeing Books of Accounts of company, variance analysis, comparison from budget versus actual, per unit costing, Costing and Monthly reporting, Statutory Tax compliance, preparation of cash & fund flows up to finalization accounts on Monthly & Annual basis.
- Coordinating with bank and other stakeholders of the company for funds requirement, Rate Negotiations and financial management.
- Developing and improving financial/operational processes and system to ensure appropriate systems of Internal controls are implemented and maintained across various departments

#### Supply Chain & Operation Functions

- Monitoring and supervising Purchases, Logistics/Warehousing, PPIC and Inventory Control – To optimize minimum inventory levels and working capital, coordinate with the purchasing, manufacturing and logistics departments to ensure proper receiving, transfer and dispatch of raw materials, finished goods and other materials including Branch transfers and Stock point transfers.
- Proper reporting of materials for the production consumptions, availability of materials according to the production process and sales patterns and also a detailed analysis for the variances in consumption compared to the standard
- Project Planning and Execution within deadlines (including procurement, negotiations, legal paper work, company formations)

### WORK EXPERIENCE

#### Tolaram Group

(The Group has a diversified portfolio consisting of Consumer Goods, Infrastructure, Energy, Digital Services and other interests which include Distribution and Textiles, and a Joint Venture with Kellogg's, Colgate and TG Arla. It is Nigeria's No 2 FMCG Group)

**Nov 2014 - Present**

**May 2018 – December 2021: Kellogg Tolaram JV – SOUTH AFRICA**

**Current Designation:** Supply Chain Head for Kellogg Tolaram (Finance & Operations)

#### Key Highlights:

- Credited to get the new Business Factory **Project completed in Egypt**. Scratch. A 25 MN USD Project.
- Aid the company's strategy and business in matching the level of financial structure and control needed for its' expansion and growth.



**Nov 2014 – Apr 2018**

**Finance Controller – Nigeria (Dufil Prima Foods Plc)**

Dufil Prima Foods PLC (a joint venture with Salim Group) manufactures and markets instant noodles in West Africa - Nigeria. The company also manufactures flour, seasoning, Oil, Pasta, Snacks and packaging material. Its flagship brands are Indomie Instant Noodles, Power Pasta, Power Oil and Minimie snacks.

**As Senior Financial Analyst/Financial Controller Role:**

- Establishing Internal Control System to Control Cost & Risk involved.
- Variance Analysis, Budget versus Actual, Marginal Costing Analysis
- Direct Reports to CFO/COO/CEO
- Handling Revenue & Cost Saving Analysis, MIS Reporting for Management and taking care of Operations.
- Looking after the controlling of Cash Flow, Liaoning with Bank for Credit Control including rate negotiations
- Involved in - Monthly/ Quarterly and Yearly Reporting Pack to BOD
  - Yearly Budgeting, Forecasting, Variance Analysis
  - Monthly and in Yearly Accounts Closure in IFRS and Review of the same

**Highlights:**

- Successfully prepared and implemented 12 Million USD Internal Control Reports concentrating on Saving, as a result of which weekly reviews were done and internal control were set up to avoid consumption.
- Essayed a key role in devising each department to submit their weekly and monthly cost reports, which were used as a basis for analysis it against budget leading to reduction in cost by 30%.

**PREVIOUS EXPERIENCE**

Sep'10 - Oct'14: Baker Tilly Singhi International (Singhi & Co.), as Assistant Audit Manager/ Senior Auditor

Experience of working in: Manufacturing Sector (Aluminum, Steel, Chemical Manufacturing, Dice Manufacturing, Motor Parts, Vehicles, Railway Engine Parts), Infrastructure Sector (Transmission Lines, Housing and Commercial Properties), Agricultural Sector (Tea, Jute and Sugarcane) and Service sector.

**Major activities undertaken** - Statutory Audit, Tax Audits and Internal Audits. Visiting various factories and corporate entities of blue chip companies like - Hindalco Industries Ltd (Aditya Birla Group), Tata Motors Driveline Ltd (Subsidiary of Tata Group), Western Transmission Ltd (Subsidiary of Reliance Infrastructure Ltd), MCC PTA India Ltd (Subsidiary of Mitsubishi Chemical Corporation Ltd).

- Experience in SAP
- Intensive Experience in Internal Audit and Due Diligence at same time
- Handling and Finalizing Accounts of Top Manufacturing Companies in India
- Engaged in Statutory/Internal Audit from Initial Vouching level in earlier years to Finalization level.

**CAREER OBJECTIVE**

**"To be associated with an organization where my talent, penchant for hard work, focused efforts and high motivation level could be utilized with many opportunities for growth"**

**"To Master the Complexities of today's environment and to take the maximum advantage of the new opportunities. To carve a niche for myself, in other words to be able to make a mark, a difference"**

**EDUCATIONAL QUALIFICATIONS**

- Chartered Accountant- ICAI- May 2014 Batch.
- B.com (Hons.) from Calcutta University.
- Schooling & Higher Secondary from Don Bosco School, Liluah, Kolkata. (Commerce)

**PERSONAL DETAILS**

- Marital Status- Married.
- DOB – 9<sup>th</sup> May' 90.



The Institute of  
Chartered Accountants of India



Final Examination Certificate

*This is to certify that*

*Chetan Adukia*

*of*

\*\*\*\*\*

*has passed*

( XXXXXXXXXXXXXXXX )

*the Final Examination*

*held by*

*The Institute of Chartered Accountants of India*

*in the month of May 2014*

*Given under the Common Seal of*

*The Institute of Chartered Accountants of India*

*this Eighth*

*day of August 2014*

*Additional Secretary  
(Examinations)*



over is that of Mr. Aduki CHETAN ADI  
and found correct with reference to

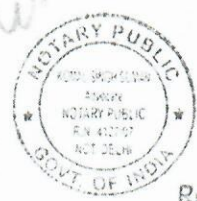
*Chetan Adukia*

Supervisor of the Institute



AJAY  
 (S)  
 WNK AP

AJAY



ATTESTED

NOTARY PUBLIC  
 DELHI (India)

Reg. entry No. 6059

CIS  
 DI  
 22/10



DINESH JHA  
 Sub Divisional Magistrate (HQ)  
 Revenue Department  
 Govt. of NCT of Delhi  
 5, Sham Nath Marg, Delhi-54

भारत सरकार GOVERNMENT OF INDIA  
 अपोस्टिल / APOSTILLE  
 (Convention de La Haye du 5 octobre 1961)  
**INDIA**

This public document of the type  
**CERTIFICATE**

is issued to **CHETAN ADUKIA**

has been signed by **DINESH JHA**

with the seal / stamp of **SDM, GOVT. OF NCT OF DELHI, DELHI**

**Certified by**  
 Section Officer (OI) MINISTRY OF EXTERNAL AFFAIRS  
 on **24-Oct-2014** at **NEW DELHI, INDIA**

Reference no. **DLND0005634814**

(PAWAN KUMAR)  
 Signature of Section Officer (OI)  
 Ministry of External Affairs  
 New Delhi



FL-C-No.	Checked by	Verified by
904343	gy	(W)

AJAY

AJAY





GOVERNMENT OF WEST BENGAL  
LAW DEPARTMENT

OFFICE OF THE REGISTRAR GENERAL OF MARRIAGES  
**CERTIFICATE OF MARRIAGE**

UNDER SECTION 13 of ACT XLIII of 1954

**Certificate No.:** WB3410010001020000257-2019-78973

**Date:** 23-11-2019

The following is the extract of SOLEMNISATION OF MARRIAGE between the parties who made declaration u/s 11 of the Act.

**Details of Groom**

**Name:** CHETAN ADUKIA



**Father's Name:** NIRMAL ADUKIA

**Mother's Name:** MANJU ADUKIA

**Date of Birth:** 09-05-1990

**Aadhaar No:** 346585611485

**Present Address:** 169 SHREE RAM DHANG ROAD, DIST- HOWRAH, PO- SALKIA, PS- MALIPANCHGHARA, WEST BENGAL, INDIA, PIN- 711106

**Permanent Address:** 169 SHREE RAM DHANG ROAD, DIST- HOWRAH, PO- SALKIA, PS- MALIPANCHGHARA, WEST BENGAL, INDIA, PIN- 711106

**Signature:**

**Details of Bride**

**Name:** AYUSHI AGARWAL



**Father's Name:** ASHOK AGARWAL

**Mother's Name:** KIREN AGARWAL

**Date of Birth:** 23-10-1989

**Aadhaar No:** 401433806370

**Present Address:**

**Permanent Address:**

**Signature:**

**Marriage Officer Details:**

**ID:** WB3410010001020000257

**NAME:** SAMIR KUMAR DAS

**OFFICE ADDRESS:** 112/1 BENARAS ROAD, SALKIA, HOWRAH SADAR, HOWRAH, WEST BENGAL, INDIA, PIN-711106

**Solemnisation Details:**

**Date:** 23-11-2019

**Actual Place:** 112/1 BENARAS ROAD, SALKIA, PS- GOLABARI, PO- SALKIA, PIN- 711106, DIST- HOWRAH, WEST BENGAL

**Corresponding Notice (U/S-5) Serial No.:** 2019-78973 Dated: 24-10-2019

**Full signature of Marriage Officer**

Issued to the newly wed at Kolkata, West Bengal, India under Seal of Authority on this 14 day of, December (month), 2019 (year).

e-Authenticated

WB3410010001020000257 by OTP 61\*97\*26



Full Signature and LTI and addresses of three witnesses are as follows:

Name: NIRMAL ADUKIA

Present Address: 169, SREE RAM DHANG ROAD, SALKIA, HOWRAH  
711106


Signature and LTI of  
Witness:



Name: MANJU ADUKIA

Present Address: 169, SREE RAM DHANG ROAD, SALKIA, HOWRAH  
711106

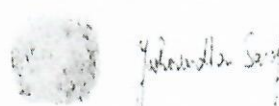
Signature and LTI of  
Witness:



Name: YASHOVARDHAN SARAF

Present Address: 218A, CHITTARANJAN AVENUE, KOLKATA 700006

Signature and LTI of  
Witness:



**Office of the Registrar General of Marriages, WB**

K.I.T. Building (4th Floor),  
P-16, India Exchange Place Extension,  
Kolkata- 700073, West Bengal,

India

rgm-wb@nic.in

support.rgm-wb@gov.in

**Contact Details of Solemnising Marriage Officer**

Phone No. -

E-mail ID - samir.com59@yahoo.co.in



20<sup>th</sup> December 2021

**ADUKIA CHETAN**

169 Shree Ram Dhang Road  
Salkia - 711106  
West Bengal  
India.

Dear Mr. Adukia,

**LETTER OF APPOINTMENT AS SUPPLY CHAIN MANAGER**

We have the pleasure of informing you that you have been offer the post of "SUPPLY CHAIN MANAGER" in our company based on your interview.

We Request that you confirm in writing your acceptance of this appointment to this office as soon as possible.

Yours Faithfully,

**For: KT LFTZ ENTERPRISE**

  
HR/Admin Manager





27<sup>th</sup> December 2021.

The HR/Admin Manager  
KT LFTZ Enterprise  
Itoke Village  
Ibeju Lekki  
Lagos.

**LETTER OF ACCEPTANCE OF APPOINTMENT AS SUPPLY CHAIN MANAGER**

Your letter dated 20<sup>th</sup> December 2021 refers.

I hereby accept the offer given me as **SUPPLY CHAIN MANAGER** in your company. Every arrangement will be made to facilitate my earliest take up of the appointment.

Looking forward to joining your organization soonest.

Thanks.

Yours faithfully,

*Chetan Adukia*

**ADUKIA CHETAN.**

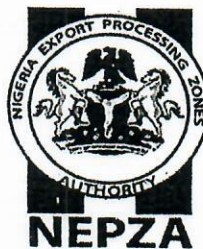
OP. LIC No. 0706/015/006

## Operating License

This Operating License issued to

### **KT LFTZ ENTERPRISE**

Having been duly registered under the **Nigeria Export  
Processing Zones Authority Act No. 63 of 1992**



as a FREE ZONE ENTERPRISE WITH RC. NEPZA/0706

Dated this 1<sup>ST</sup> OF JULY 2021

This license is

effective from

27<sup>TH</sup> OCTOBER 2021

and expires on

26<sup>TH</sup> OCTOBER 2022

A handwritten signature in black ink, appearing to be "A. A. A.", is located at the bottom right of the document.





NEPZA FORM RCI/10706

**NIGERIA EXPORT PROCESSING ZONES  
AUTHORITY (NEPZA)**

*Certificate of Registration*

*I hereby Certify that*

KT- LFTZ ENTERPRISE

Is this day Registered under the NIGERIA EXPORT PROCESSING ZONES  
AUTHORITY Act 63 of 1992 as AN ENTERPRISE IN LFTZ

Given under my hand at Abuja this 24<sup>TH</sup> Day of

OCTOBER, 2016



Authorised Signature