



Manorama
Industries Limited

Ref: MIL/2021/0286

Date: 8/Feb/2021

Mr. Arun Tiwari

Emp. Code:- MIL0286

Address: H/No. B/38, Saidham Colony, Torba Naka,
Bilaspur (CG) 495004

Dear Mr. Arun Tiwari

SUB: APPOINTMENT LETTER

With reference to your application and subsequent interviews you had with us, we have pleasure in appointing you as "IT Head" in our Organization. Your current work location will be at Manorama Industries Limited, with the following terms and conditions of service w.e.f. 8th Feb.2021. Your Salary package is as per the enclosure given in format "A".

Terms and Conditions:

1. PROBATION

You will remain on probation initially for a period of 06 (Six) months, but management reserves the right to extend this period if necessary and after expiry of such probationary period, if your services are found satisfactory, then your service may be confirmed.

2. OBLIGATIONS AND RESPONSIBILITIES

- a) You will carry out duties allotted to you from time to time to the best satisfaction of the Management.
- b) You will abide by all the rules and regulations framed by the company for its employees from time to time.
- c) You will not divulge or disclose any of the secrets of the company or its trade or dealings or any other matter which in any manner be injurious or prejudicial to the business or detrimental to the business or interest of the company.
- d) During the period of your employment with the Company, you will not directly or indirectly, be engaged in any trade or business or seek employment elsewhere without the prior written permission of the company.
- e) Your salary increment will depend upon your performance during the year and shall not be automatic. You may earn higher increments through outstanding performance of you as well Organisation's performance and no increment may be given in case of your unsatisfactory performance as well Organisation's performance.

Corporate Office :

F-6, Anupam Nagar,
Raipur - 492007
Chhattisgarh, INDIA
Tel. : +91-771-2283071, 2282579
E-mail: info@manoramagroup.co.in
Web: www.manoramagroup.co.in
CIN : L15142MH2005PLC243687
GSTIN : 22AAECM3726C1Z1

Manufacturing Plant:

Paraswani Road, Industrial Area,
Birkoni, 493445
Mahasamund (C.G.) INDIA
Tel: 0772-3224227/8/9/30

ISO 9001, ISO 14001, ISO 45001 FSSC 22000 RSPO Certified Company
A Government of India Recognized Star Export House

Registered Office :

Office No. 403, 4th Floor, Midas, Sahar Plaza,
Andheri Kurla Road, Andheri East Mumbai
Mumbai City MH 400059 INDIA
GSTIN : 27AAECM3726C1ZR
Mumbai. Tel. 022 22622299
Tel. 022 49743611, Tel. 022 67088148