

BOARD OF MANAGEMENT, ORISSA BRANCH

Gopabandhu Bhawan, Buxibazar, Cuttack-753001
Head Office : SERVANTS OF THE PEOPLE SOCIETY
Lajpat Bhawan, Lajpat Nagar, New Delhi-110024

Ref.No. PL-1/2005/296

Date : 02.05.2005

Shri Minaketan Behera

Plot No. - L/5,

Rajabagicha Labour Colony,

PO- Telenga Bazar, CUTTACK-753009

Dear Sir,

The Board of Management, Orissa Branch of Servants of the People Society is pleased to offer you the contract for working as '**Asst. Manager, Circulation**' in one of the units/ branches of the Samaja on a consolidated amount of **Rs.8,000/-** per month for a period upto **31.03.2006** under the following terms and conditions.

1. During the period of contract apart from the consolidated amount of Rs.8,000/- no other allowance or financial benefit will be admissible to you.
2. During the period of contract you will discharge the duties and responsibilities that may be assigned to you by the authorities.
3. You will mark your entry and exit in the Time Office Record and work as per the direction of the authorities. You will not leave your headquarters without prior written permission of the authorities. During the period of the contract, you will not engage yourself in any profession, business or employment.
4. You will be allowed leave @ 1 day per month's working and no other leave will be admissible. You can avail leave due only with prior written permission of the authority.
5. You shall not conduct yourself in any manner detrimental to the interest of the Management or which may affect maintenance of discipline in the establishment. You shall not divulge any trade secret or practice to anybody.
6. The Board of Management shall also have the discretion to terminate your engagement by giving 30 days notice or payment in lieu thereof without assigning any reason whatsoever. Similarly you can leave the engagement by giving one month notice or payment of an amount equivalent to your one month's wages in lieu of the notice.
7. On expiry of contractual period, your contract of engagement shall stand automatically terminated.
8. You may be required to perform duty in any of our units/ sister concerns in India, if so required.
9. This offer is subject to production of original certificates in support of your educational/ technical qualification.

If you agree to the above terms and conditions, please endorse your signature on the duplicate copy of this letter as a token of your acceptance and submit the same to the undersigned while joining duty along with the duly filled in form attached hereto. If you do not report for duty on or before 10.05.2005 at Cuttack, this offer shall stand automatically cancelled.

Yours faithfully,

For BOM, Orissa Branch of
Servants of the People Society



EXECUTIVE SECRETARY

I accept the offer on the above terms and conditions.

Signature : [Signature] Date : 04.05.05

Copy to: Editor/ General Manager/ Jt. General Manager/ Personnel Manager/ Manager, Finance/
Manager, Circulation/ Time Office/ Personal File.