

THE SAMAJ

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PREMIER ORIYA DAILY

MEMBER: A.B.C., I.N.S., I.L.N.A. & A.I.N.E.C.

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Ref. No. PL-1/2003/145

Date : 30.10.2003

Shri Nihar Ranjan Pattanaik

Plot No. E/ 392, Sector- 6,

C.D.A., Markat Nagar,

Cuttack

Dear Sir,

The Board of Management, Orissa Branch of Servants of the People Society is pleased to offer you the contract for working as '**Sub-Editor**' in the Samaj in one of its units/ branches on a consolidated amount of Rs.4,500/- per month for a period of one year from the date of your joining under the following terms and conditions.

1. During the period of contract apart from the consolidated amount of Rs.4,500/- 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 by punching attendance card 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. If your work and conduct during the contractual period is found to be unsatisfactory, the contract may be terminated without any notice. 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.