



Britannia Foods Agro Pvt Ltd
Mayapuri Industrial Area
Phase-1 New Delhi-110064

Ticket number: (C65PYUK753275348
Ballot number: (UK: 17482hug77899/12

Dear- Vansh Walia

Mobile no- 9306164362

, We are pleased to offer you the position of a Supervisor in band 8. Attached are the specific terms and conditions of our offer. Will be 28,500 per month.

Acceptance and Commencement

Your appointment will be effective on your joining date-28/02/2022. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn. **If this offer, you are required to:**

- Respond via email to hrbritannia.in1@gmail.com to communicate acceptance of the offer and to confirm your joining date. Please note that if you do not send your acceptance to the email ID, you will not be allowed to join on the joining date specified above.
- Any charge of joining date must be sent to hrbritannia.in1@gmail.com at last 5 days prior to your original from the joining date specified above. Report to On the joining date at 9:00 a.m. Please note that it is important to be on time to complete the joining formalities. If you arrive late, you will not be allowed to join and must reschedule your joining date. On your joining date please bring (i) the original and 1 photocopy of this letter duly signed and dated by you; (ii) 3 self photograph (passport sized, color photos with a white background) (iii) the original and 2 sets of photocopies of the following documents:
 - Education degree certificate and all year mark sheets for the highest degree attained. Photocopies should include both from the back side of certificate.
 - Relieving letter or resignation acceptance letter from your most recent employer, include employee number.
 - Proof of identity, Bring One of the following documents : passport, driving license, voter's identification card, PAN card, or credit card with photograph
 - You have to deposit Dress Security amount Amount in favor of company Senior HR Manager for

Rs.1500/-. This refundable Amount In After Joining

- Please note that all of the above documents are mandatory and you will not be allowed to join without them.**

Please contact us at +91 917303996965 or hrbritannia.in1@gmail.com for any queries regarding your employment. The Britannia Foods Pvt Ltd Connections program is designed to help assist new joins with their initial transition into Britannia India Pvt Ltd. As part of the program, Basabjit Raha has been appointed your Connections Advisor to answer any question you may have about joining the organization. You will receive more information about the Connection Program and your Connections Advisor on joining date.

The other terms and conditions of the offer are as follows.



Edit with WPS Office



Your initial posting Will Haryana.

1. your services are transferable and you may be to any office of **Britannia India Pvt Ltd.** a subsidiary, or associate company. In such case, you will be governed by the policies of that location.
2. Your appointment is contingent upon satisfactory reference & background checks, which may be conducted at any time from the date of this offer to 90 days from your joining date, and which included verification of your application materials, education and employment history. Your is also contingent upon your ability to work for the company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer).
3. Your designation may be changed at the disruption of the Company depending on the work assigned to you.
4. You may be required to travel on company work and you will be reirbursed expenses as per Company policy.
5. If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
6. You or the Company may terminate your service at any time by giving 90 days' notice or basic salary in lieu thereof.
7. You will retire from the service at of the Company on attaining the age of superannuation {58 years}.
8. Upon your resignation or retirement from the company or termination of your services, you are required to return all assets and property of the company such as documents, machines, data, files and books etc, (including but not limited to leased properties).
9. Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
10. Your individual remuneration is strictly between yourself and the company. It has been determined based on numerous factors such as your job, skills –specific background, and professional merit. This information and nay changes made there in should be treated as personal and confidential.
11. The benefits as outlined here in and in Britannia Foods Pvt Ltd policies are subject to change at the company's discretion. You will be entitled to privilege leave in accordance with the company's policy as applicable from time to time.
12. It is your responsibility to notify the company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on lie with the company.
13. During your service with the company, you are expected to devote your whole time and attention to the company's affairs and refrain from directly or indirectly engaging in any other business.Information



pertaining to Britannia Foods India Pvt Ltd operations and intellectual property is confidential and you will sign a non-disclosure agreement. If you are bound by a confidential and agreement with a prec employer, you must notify the company and indemnify the company against any breach thereof.

14. All employees are required to read and company with **Britannia Agro India Pvt Ltd** bussiness Conduct Guidelines and sign a statement to this effect. Any breach of the guidelines or the terms and conditions of employment may result in termination of your services without notice or compensation.
15. If any information furnished by you in your applicant for employment or during the selection process is found time during your employment to be incorrect or false, and or if you have suppressed material information regarding your qualifications and expense,
16. the Company may terminate your services without notice of compensation.
17. You will be on probation unit your successful completion of the probationary period is confirmed in writing. The probation period is 1 year and may be extended at your manager's discretion. At any time during this period, either you or the Company may terminate your service by giving 30 days notice or basic salary in lieu thereof.

Appointment Process:

1. Photo-copies of qualification documents.
2. Photo-copies of ID Proof
3. Photo-copies of address proof
4. Two Passport size photographs

Email hrbritannia.in1@gmail.com

Email . hrbritannia.in1@gmail.com

Email. hrbritannia.in1@gmail.com

Helpline No . +91 +91 7303996965

Hours: 10:00 AM_08:00 PM





For Britannia Company Ltd.
Divya Sharma
Sr. Manager

ACCEPTANCE OF APPONTMENT TERMS AND CONDITIONS :

I agree that I have read ,understandand accept employment with **Britannia Agro India Pvt Ltd** under the terms & condition.

Signature -----

Printed Name :-----Date :19/02/2022-----

Date Of Joining (if Requesting an Alternative date: 28/02/2022-----

