

## Ajoy Upadhyaya

### ROSSELL TEA



DIVISION OF ROSSELL INDIA LIMITED  
REGD. OFFICE : JINDAL TOWERS, BLOCK 'B', 4TH FLOOR, 21/1A/3, DARGA ROAD, KOLKATA - 700 017  
CIN : L01132WB1994PLC063513, WEBSITE : [www.rosselltea.com](http://www.rosselltea.com)  
TEL : 91 33 2283 4318, 4061-6082, 6083, 6069, FAX : 91 33 2290 3035, E-mail : [corporate@rosselltea.com](mailto:corporate@rosselltea.com)

*Private and confidential*

4<sup>th</sup> July 2019

Mr. Ajoy Upadhyaya,  
Vill. Bishnupur, P.O. Philobari,  
Tinsukia - 786160, Assam.

Dear Sir,

#### Appointment

This refers to your application for an employment with the Company and subsequent interview with us at our Dikom T.E., Dibrugarh, Assam on the 29<sup>th</sup> June 2019. Having cleared the interview and the pre-employment medical checkup, we are pleased to appoint you as *Welfare Officer/Trainee* with effect from 15<sup>th</sup> July 2019. Name of the estate where you will be joining shall be intimated to you in due course of time. The terms of your service have already been conveyed to you by this office which you have accepted. Your detailed appointment letter will be handed over to you by the Estate Manager of the estate you will be joining for work.

You need to submit with us through the Estate Manager 1) an attested copy of all your testimonials and certificates duly verified against the originals by him; 2) the employment form which you will receive at the estate, duly filled in and signed; 3) a copy of your PAN card, Voter ID, Passport, Aadhar and 4) a cancelled cheque and copy of the Bank A/c. Passbook. Please ensure this is done immediately after your joining at the Estate.

Yours faithfully,  
For Rossell Tea  
(Division of Rossell India Limited)

*Suneel Singh Sikand*  
(Suneel Singh Sikand)  
Chief Executive Officer