



## सेन्टर फॉर मेटिरियल्स फॉर इलेक्ट्रॉनिक्स टेक्नोलॉजी (सी-मेट)

(वैज्ञानिक संस्था, इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार)  
पंचवटी, ऑफ डॉ. होमी भाभा मार्ग, पाषाण, पुणे - ४११ ००८, भारत.

**CENTRE FOR MATERIALS FOR ELECTRONICS TECHNOLOGY (C-MET)**  
(Scientific Society, Ministry of Electronics & Information Technology (MeitY) Govt. of India)

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PN/ADM/RST/030/2022

14/07/2022

To,

Ms. Ravina Holkar  
At/Post HoL Tal-Baramati  
Dist - Pune - 412306

Sub: Offer of appointment to temporary post of Project Staff –II at  
C-MET, Pune

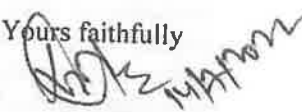
Ms. Ravina Holkar

You are hereby offered an appointment on purely temporary basis as Project Staff –II on the sponsored project entitled "Development of Nanostructured  $\text{LiMn}_2\text{O}_4$  as a Cathode Material for Lithium Ion Batteries" (PN/SP/091), funded by MOIL Nagpur sponsored project based on your selection for the project post. The appointment is presently on provisional basis pending completion of formalities such as Character & Antecedents verification from appropriate authorities and Medical Fitness from a Government hospital.

2. During the period of appointment, you will be eligible for a consolidated salary of Rs. 20,000/- + 4,800/- (24% HRA) = 24,800/- (Rupees Twenty Four Thousand Eight Hundred only). In addition to this, you will be entitled for medical reimbursement of one month's remuneration per year on pro-rata basis. The period of appointment is one year and may be extendable or co-terminus with the project. You will be liable to discharge from the service at any time during the period of employment without notice, on the basis of your conduct and performance, you are considered unfit of further retention in service or on any information received relating to your nationality, age and health etc. that this office is satisfied that you are ineligible or otherwise unfit for the appointment to the post. Further, during the period of employment, the appointment may be terminated at any time by one month's notice given by either side, namely, the appointee or the appointing authority, without assigning any reason. The appointing authority, however, reserve the right of terminating the service of the appointee forthwith or before the expiration of the stipulated period of notice by making payment to him of sum equivalent to the pay for the period of notice or the unexpired period thereof.

3. This offer will neither confer any right on the part of the appointee for regular appointment in this office nor any other benefits otherwise entitled to regular staff of this office. You will not be entitled to any travelling allowance for joining the appointment.
4. You shall at all times obey the rules and shall, whenever required, proceed to any part of India and perform such duties as may be assigned to you.
5. You are required to produce a medical certificate of fitness in the prescribed form, from a prescribed medical authority. You are also required to produce conduct certificate from two Gazetted Officers holding Group A posts in Central/ State Government, certifying that there is nothing against you which will make you ineligible for appointment in Government service. On receipt of satisfactory report from the prescribed authorities on the above matters, the appointment would be converted from provisional to project appointment retrospectively i.e. from the date you join C-MET, Pune.
6. You will be eligible for 8 days Casual Leave in a year pro-rata and 10 days of leave per year with full pay on medical grounds for hospitalization to be supported by medical certificate.
7. If you accept the offer, you should confirm your acceptance on or before 18/07/2022 and report for duty to this on or before 25/07/2022 and you will have to execute an agreement as per format enclosed. At the time of joining, you will be required to produce the following documents/certificates in Original.
  1. Proof of date of birth.
  2. Certificates of the qualifications
  3. Conduct certificates from two Gazetted Officers holding Group A posts in Central/ State Government.
  4. Scheduled Castes/Scheduled tribes/Other backward cast certificate on the prescribed form, if applicable in your case.
  5. Experience certificate if applicable in your case.
  6. Agreement format duly filed in
  7. Attestation Form-1 set duly filed in.
8. If you do not report this office by 24/07/2022, this offer will be treated as cancelled and you will not thereafter be considered for the appointment.

Yours faithfully



L.B.Gupta

In-charge Administration

Encl: i) Agreement Format

ii) Attestation Form 3 sets. To be filled and brought at the time of posting.