

Date: 12/05/2022

To
The HOD - EEE,
GNITS

Subject: Request for permission to attend internship.

Respected Sir,

I, T-Monica (18251A0256) of EEE-A, ~~III~~ IV Year B.Tech would like to bring to your notice that I recently got an internship offer from Greenko Group and as per the requirements I have to attend the program starting from 15th May to 30th June, 2022 offline at the Company.

So, I kindly request you to grant me permission to attend the above said internship by providing attendance for my ongoing academic classes during the period of the internship program.

Thanking You Sir,

Yours obediently,
Tejla Monica
EEE-A 4/4 B.Tech
18251A0256

To
Mr. Y. Pujarade
Permitted for internship
the attendance can be given
MM
13/5/22

10th May 2022

Ms. Tedla Monica
B.Tech – Electrical & Electronics
G. Narayanamma Institute of Technology & Science.

We are pleased to offer you an internship opportunity with Greenko Group for a period starting from 15th May 2022 to 30th June 2022 at our Place, Hyderabad

The terms and conditions of this offer are as follows: -

1. The training will automatically come to an end on 30th June 2022.
2. Company shall not provide any accommodation for the period of training.
3. You are expected to abide by all the instructions given to you by your reporting authority.
4. You shall be governed by all the rules and regulations of the company as applicable from time to time.
5. You shall undertake and agree that as when desired by your reporting authority, you would hand over all property including all correspondence addressed to or by you, technical specifications, literature, books, periodicals etc. or any property belonging to or relating to the company's business which comes into your possession during the training,
6. It is expected that you will use all the information gathered during the course of your training for academic purpose only and will not disclose any confidential information including the technical know-how, security arrangement etc. to anyone, by word of mouth or otherwise.
7. We do not pay stipend to 'Interns' as per our policy.
8. You are required to sign and submit Indemnity Bond and Non-Disclosure Agreement as per prescribed format.
9. You would be provided with a temporary card and would be required to mark your attendance in the trainee register regularly.

Please return the duplicate copy of this letter duly signed as a token of your acceptance.

Yours faithfully,

for Greenko Energies Private Limited



Aman Attree
Senior Vice President – Human Resource



I have carefully read the contents of this letter. I accept the terms and conditions detailed above and agree to abide by all rules and regulations of the company.



(Tedla Monica)
(Name & Signature)

Dated: 10/05/2022