

KEDARNATH PACKING INDUSTRIES  
INDUCTION TRAINING

Name :- DHANESH YADAV

Designation :- HELPER  
Date of Joining :- 17-01-2023

Date	Time	Deptt.	Topics to be covered	Responsibility/	Signature
17.01.2023	10.00 AM	HR	* Introduction & Company Policy	MR. PRAMOD ALANJIKAR	<i>Akmal</i>
17.01.2023	10.30 AM TO 11.30 PM	HR ADMIN., Security SAFETY	* Ofgination Structure, Vision & Mission " Company's HR Policies About Group Companies (for Sr. Engr. & above/ HRB ' Organization Culture " Security system " Industrial Safety	MISS. APURVA BHATADE	<i>AS. Bhatade</i>
17.01.2023	02.00 PM TO 02.30 PM	Logistics	* Departmental working system * About Products * About Customers / relation with marketing	MR. VINOD PATIL	<i>TR. W</i>
17.01.2023	02.30 PM TO 03.30 PM	Purchase Store	* Departmental working system " About Vendors * About Customers	MR. PRAMOD ALANJIKAR MR. SHRINIWAS	<i>Akmal</i>
17.01.2023	03.30 PM TO 05.30 PM	Accounts	* Payment Procedure and Bill passing * Departmental working system * About Customers " About company's turnover and growth	MR. SANTOSH INDULGANTI	<i>Santosh</i>
18.01.2023	11.00 AM TO 01.00 PM	QC	* Departmental working system * About Customers & Products — Process	MR. VINOD PATIL	<i>TR. W</i>
18.01.2023	02.00 PM TO 05.30 PM	Electrical & Instrumentation	* Departmental working system * About Customers " Power Generation system etc.,	MR. PRAMOD ALANJIKAR	<i>Akmal</i>
18.01.2023	10.30 AM TO 11.30 PM	HR	* Work permit	MISS. APURVA BHATADE	<i>AS. Bhatade</i>



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