

Size Control Gauges & Tools Pvt. Ltd.

Induction Training Program

Employee Name : Atul Chavhan

Date Of Joining 24/02/2023

Department : Service

Employment On Roll / On Contract : on contract

Project :

SR. No	Points On Which Induction is Given	Status
1	Introduction Of Company	C
2	Introduction Of HR Practice : A) Attendance Bounce Policy (B) Leave Policy (C)Recovery Against Shirt & Shoes Rs.1000/- at the time of exit (D) Sexual Harassment Policy (E) Misconduct Policy (F)Referral Policy (G) Allowances Policy	C
3	Scope Of Work	C
4	Introduction of third party inspection services project	C
5	Introduction to Member of department & Other Departments	C
6	Medical Certificate (On time of Joining, Candidate should submit his medical certificate	C

A.S. Chavhan
Signature Employee

[Signature]
Signature Of Training



Date : 1/03/2023

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