

FACT TRAINING CENTRE			PS No:
AGM(Trg & Dev)-IP/	/2019-20		Date: 02.05.2019
PERMISSION FOR IN PLANT TRAINING IN FACT LTD			
To			
Name	Designation	Department	Division
Sri. Jolly Mathew	SM(QA)	QA	CD
Dear Sir, The following student is hereby permitted to undergo IN PLANT TRAINING in FACT Ltd. Kindly extend necessary guidance and support to her for the successful completion of their Inplant Training.			
Details of the Students			
Name of Student	Mob phone Number	Name of Institution	Branch of study
Gayathri Venugopal	9048226263	SACRED HEART COLLEGE, THEVARA	B.Sc Chemistry
Saira Minnu Sunil	7902292095		
Period	From: 02.05.2019	To 01.06.2019	No of Days-1 Month
TERMS & CONDITIONS			
1.No remuneration will be paid during the period of Training.			
2.The Training will not give you any claim for employment in the Company			
3.The amount paid to the Company towards training charges will not be refunded.			
4.The students should obey all the instructions issued by various departments.			
5.After completion of the Training/Project work, you are directed to submit a copy of the Project report, daily attendance statement with completion certificate of guide/Dept head to AGM(Trg & Dev) before issue of Certificates.			
6. The students Should Wear Shoes, College uniform / workshop dress and ID card compulsorily,while inside the plant & Return the ID & lanyard after Training, otherwise penalized.			
7. Students are directed to report at safety department before starting the Training.			
8.Publication of Project report or part of it in any of National/International journals/Magazines or any of the Media coverage, with out permission of FACT is prohibited and will attract penalty and penal consequences.			
9. Students are not allowed to carry Back pack, Mobile phone ,Lap top etc inside our company premises.			
10.Training time is from 8am to 4pm.			
11.Students undergoing the Inplant training is permitted to have lunch only in our main canteen from 12.30 pm.			

*M. Gunasekharan*

**M.Gunasekharan**  
**SM (Training & Dev)**

Copy to -SM(PS)-UDL/CD For safety training

- Welfare Dept-UDL/CD Applicable meals charges has been collected. Requested to
- CISF-HO/UDL/FEDO/PD/CD-Please allow the students to visit the above
- Head of the Institution-For information

