

TRIVENI ENGINEERING AND INDUSTRIES LTD.

Employment of Relatives and Business Dealings of Relatives with the Company

(Disclosure to be submitted by each employee)

BUSINESS GROUP: _____

LOCATION: _____

NAME:	DESIGNATION:
DEPARTMENT:	DATE OF JOINING:

I hereby declare that:

I. I do not have any relative (1) working with the Company*.

OR

My following relatives (1) are working with the Company*.

S. No	Name of the Relative	Relationship	Unit of Placement	Designation & Deptt.	Year of Joining

II. None of my relatives (1) have any business dealing with the company*.

OR

My relatives (1) have business dealing (2) with the Company* as follows:

S. No	Name of the Relative	Relationship	Nature of business dealing	Unit with which business is being done

Date:

Signature: of the Employee

- *Company means TEIL /TTL.

(1) Definition of Relatives:

A person or a party who is in a position to influence or is capable of being influenced by the concerned employee, will be deemed to be a Relative. The influence could be in the form of preferred treatment, pecuniary benefits or just a favour. The relatives will include, but not limited to:

- Parents of employee & his Spouse, Siblings of employee & his spouse and their immediate families, children including the child's spouse & his /her immediate family, grandparent, grandchild, uncle, aunt of the employee or employee's spouse.
- Relatives up to 2nd cousin of Self, Spouse and married children: brother, sister, uncle & aunt (paternal & maternal) and their children.
- Relatives also include "step" relationships such as stepchild and stepparent.

(2) Definition of Business Dealing:

Business dealings for this purpose would mean all dealings with outside parties relating to labor supply, work contract, job contract, providing services, providing any means of transport engaged for carrying out company related activities & engaging vehicle(s) directly or through someone else, supply of goods etc.

Note: Please attach sheets. if required