

**APPENDIX - A**

**BOND FOR THE ASSISTANT PERSONNEL OFFICER TO BE EXECUTED  
BEFORE POSTING IN JAIPUR VIDYUT VITRAN NIGAM NIGAM LTD.  
(On Non-Judicial Stamp of Rs.100/-)**

KNOW ALL MEN that I, \_\_\_\_\_ S/D/W of Shri \_\_\_\_\_, Age \_\_\_\_\_ years, Resident of \_\_\_\_\_ hereby agree to execute this Bond in full sense, and knowledge as follows :-

1. I, \_\_\_\_\_ have been selected as Probationer Trainee on the post of ASSISTANT PERSONNEL OFFICER under the order No. \_\_\_\_\_ dated \_\_\_\_\_ of Jaipur Vidyut Vitran Nigam Ltd. (in short JVVNL), bind myself that I will diligently, faithfully and to the best of my ability undergo the training as Probationer Trainee as well as all other trainings arranged by JVVNL, and conduct and behave honestly, orderly and obediently towards my superiors and management of JVVNL and will not leave trainings at any time before completion thereof and will not commit any act of misconduct during the training period.
2. I bind myself that I will not leave my training/ service or resign and will not engage directly or indirectly in any trade/ business/ occupation till the end of the period of 'Probation-Training' and within one year after completion of Probation-Training.
3. In consideration of being sent on any other training (other than Probation training), I bind myself to serve JVVNL during as well as after completion of training(s) for a minimum period of one year if the training is for a period exceeding three months but upto six months, and for two years if it exceeds six months.
4. In case of my any act contrary to or default of any provision stipulated at para 1, 2 & 3 above, I bind myself and my heirs, executors and administrators to pay to JVVNL, on demand, all emoluments/ pay & DA, including expenses incurred on me during my training periods alongwith amount of remuneration/salary for notice period (excluding traveling & daily allowance), subject to maximum of Rs.1,50,000/- (Rupees One lac fifty thousand) only and any other amount that may be due to JVVNL, together with interest @ 12% per annum from the date of demand to the date of payment in lump-sum in the event of following eventualities :-
  - a) In case, I fail to take due interest in the Probation Training or any other training arranged by JVVNL.
  - b) In case my attendance during the training period, at the place where my name has been nominated/ sponsored, falls below 80% of the total training days.
  - c) In case of serious misconduct on my part during the training period.
  - d) In case I leave the Probation training or any other training arranged by JVVNL at any time before completion of full period of training or quit service before the period as detailed in para-2 and 3 above.
5. In case, after completion of 3 years' period and also during any period otherwise not covered by para 1, 2 & 3 above, I resign or leave service of JVVNL without giving three months' notice in writing to the Chairman & Managing Director, I bind myself to pay the amount of salary for the notice period falling short of 3 months' as compensation to the JVVNL and in case of any default, the amount may be deducted from any money due to me.
6. I further bind myself that the decision of Chairman & Managing Director, JVVNL or any officer nominated by him as to the correct interpretation of the Bond, rules & regulations, etc. and as to whether I have or have not observed and complied with the obligations herein recited, shall be final and binding upon me.

Contd...2.

In case I, \_\_\_\_\_ leave the services of JVVNL before expiry of the minimum period of Probation training or any other training or service, as prescribed in this bond, I will be under the obligation to refund the entire amount of expenses incurred on me (excluding traveling & daily allowance) subject to maximum of Rs.1,50,000/- (Rupees One lac fifty thousand) only and any other amount that may be due to JVVNL, as per the undertaking given by me herein above, together with interest @ 12% per annum from the date of demand to the date of payment in lump-sum as certified by the concerned Accounts Officer of JVVNL.

Signed & delivered by the  
above bonded person

Witness: -

1. Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Occupation \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_
  
2. Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Occupation \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Accepted:- For and on behalf of the Jaipur Vidyut Vitran Nigam Ltd.

Place \_\_\_\_\_  
Date \_\_\_\_\_

**Chief Personnel Officer**  
**Jaipur Vidyut Vitran Nigam Ltd.**

**APPENDIX - B**

**SURETY TO BE GIVEN BY A GAZETTED OFFICER OF CENTRAL/  
STATE GOVERNMENT/JVVNL ON NON-JUDICIAL STAMP OF RS.100/-**

I \_\_\_\_\_ S/D/W of Shri \_\_\_\_\_ Age \_\_\_\_\_  
Resident of \_\_\_\_\_ working as (Designation) \_\_\_\_\_,  
Deptt. \_\_\_\_\_, and getting pay in Pay Band \_\_\_\_\_ with Grade Pay  
\_\_\_\_\_ do hereby stand this surety in respect of Shri/  
Ms. \_\_\_\_\_ S/D/W of Shri \_\_\_\_\_ appointed as  
Probationer Trainee on the post of Assistant Personnel Officer, vide order No.  
\_\_\_\_\_ dated \_\_\_\_\_ of Jaipur Vidyut Vitran  
Nigam Ltd. (in short JVVNL), and posted in the office of the  
\_\_\_\_\_, and agree to execute this bond in full sense and knowledge  
as follows :-

1. That Shri/Ms. \_\_\_\_\_ will diligently, faithfully and to the best of his/ her ability undergo the training as Probationer Trainee as well as all other trainings arranged by JVVNL, and conduct and behave himself/ herself honestly, orderly and obediently towards his/ her superiors and management of JVVNL and will not leave trainings at any time before completion thereof and will not commit any act of misconduct during the training period.
2. That Shri/Ms. \_\_\_\_\_ will not leave training/ service/ resign and will not engage directly or indirectly in any trade/ business/ occupation till the end of the period of 'Probation-Training' and within one year after completion of Probation-Training.
3. In consideration of Shri/Ms. \_\_\_\_\_ being sent on training I undertake that Shri/Ms. \_\_\_\_\_ will serve the JVVNL after completion of training(s) for a minimum period of one year if the training is for a period exceeding three months but upto six months and for two years if it exceeds six months.
4. That if Shri/Ms. \_\_\_\_\_ will indulge in any act contrary to any surety given by me at para 1, 2 and 3 above, I bind myself and my heirs, executors and administrators to pay to JVVNL, on demand, all emoluments/ pay & DA, including expenses incurred on him/her during such training periods alongwith amount of remuneration/salary for notice period (excluding traveling & daily allowance), subject to maximum of Rs.1,50,000/- (Rupees One lac fifty thousand) only and any other amount that may be due to JVVNL, together with interest @ 12% per annum from the date of demand to the date of payment in lump-sum in the event of following eventualities :-
  - a) In case, he/she fails to take due interest in the Probation Training or any other training arranged by JVVNL.
  - b) In case his/ her attendance during the training period, at the place where his/ her name has been sponsored, falls below 80% of the total training days.
  - c) In case of serious misconduct on his/ her part during the training period.
  - d) In case he/ she leaves the Probation training or any other training arranged by JVVNL at any time before completion of full period of training or quit service before the period as detailed in para-2 and 3 above.

Contd...2.

5. I further bind myself that the decision of Chairman & Managing Director, JVVNL or any officer nominated by him as to the correct interpretation of the Surety Bond, rules & regulations, etc. and as to whether Shri/ Ms. \_\_\_\_\_ has or has not observed and complied with the obligations herein recited, shall be final and binding upon me.

In case Shri/Ms. \_\_\_\_\_ leaves the services of JVVNL before expiry of the minimum period of Probation training or any other training or service as prescribed in this Surety and Bond, I will be under obligation to refund the entire amount of expenses incurred on him/ her (excluding traveling & daily allowance) subject to maximum of Rs.1,50,000/- (Rupees One lac fifty thousand) only and any other amount that may be due to JVVNL, as per the surety given by me herein above, together with interest @ 12% per annum from the date of demand to the date of payment in lump-sum as certified by the concerned Accounts Officer of JVVNL.

Signature of Surety with rubber stamp of Designation & Office

Witness: - **1.** Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Occupation \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
**2.** Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Occupation \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Accepted: - For and on behalf of the Jaipur Vidyut Vitran Nigam Ltd.

Place \_\_\_\_\_  
Date \_\_\_\_\_

**Chief Personnel Officer**  
**Jaipur Vidyut Vitran Nigam Ltd.**