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Pro-forma suggested for an order for forfeiture of gratuity of employee guilty of riotous and disorderly behaviour at the premises of the establishment who is dismissed from service

To

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This has reference to the disciplinary proceeding initiated against you for riotous and disorderly behaviour at the premises of the establishment. Since the charges as levelled against you were proved in the enquiry, as such, it was decided to dismiss you from service for grave and serious misconduct which also amounted to riotous and disorderly behaviour.

In view of the above, your gratuity is being forfeited because of the gravity of misconducts committed by you and proved against you.

Authorised Signatory

