

**c) Variable Components**

**Night Shift Allowance** : This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

**Attendance Bonus** : Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

**d) Applicable tax would be borne by the employee.**

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**Note -**

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.

  
REGISTRAR 

## Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company, directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of two (02) years from the date of your separation from iOPEX, without the prior written permission of iOPEX
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX, either to solicit business for personal gain or as an agent of any other company/ firm / organization, during the Term of your employment and for a period of two (02) years from the date of your relieving
7. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
8. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal [myportal.iope.com](http://myportal.iope.com). In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.
9. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

  
REGISTRAR  




10. You shall communicate any change with regard to your expected date of Joining. The HR team will give you a letter confirming the change of date.

11. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian

12. COVENANT NOT TO COMPETE. You agree that during the Term of employment and for a period of two (02) years immediately following the termination or end of employment with the company, shall not engage in any business activity which is competitive to the Company nor work for or accept offer with any company or their affiliates or subsidiaries, which directly or indirectly competes with the services of the Company or its group companies. You shall not, directly or indirectly, either for Your own benefit or for the benefit of a third party, disclose to any person, firm or corporation or any other third party, the name, address, contact details or any other information pertaining to the Company or clients of the Company and all other information that form a part of the Confidentiality Agreement agreed and acknowledged between You and the Company and shall not, directly or indirectly, on Your own or on behalf of any other person or business enterprise, or any third party, engage in any business activity which competes with the Company or its group companies..

13. NON-SOLICITATION/NO POACHING. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of the employment either directly or through any other third party, either as a full-time employee or in contract, solicit, induce, encourage, poach or participate in soliciting, inducing, or encouraging any employee, independent contractor or consultant of the Company, to terminate his or her or its relationship with the Company or to work or get employed with, in any capacity for any person or corporate or any third party. You agree not to solicit or hire or poach any employee or independent contractor of the Company on behalf of any other business enterprise for your benefit or for benefit of the business enterprise, nor shall You induce any employee or independent contractor or consultants associated with the Company to terminate or breach an employment, contractual or other relationship with the Company or its group companies during the above-mentioned time period.

14. NON-SOLICITATION OF CUSTOMERS. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of employment, either directly or indirectly or through any other third party, call on, solicit, take away, or join or get employed with or attempt to call on, solicit, or take away or join or get employed with any of existing or past customers of the Company or Customers in pipeline or end clients of the customers of the Company or direct or indirect competitors of the Company or their affiliates or subsidiaries, including but not limited to, whom You are acquainted with during the term of Your employment, as the direct or indirect result of Your employment with the Company. Neither shall You, either directly or through any other third party, disclose to any person, firm, or corporation the names or addresses of any of the customers or end clients of the customers of the Company or any other confidential information of the Company or its group companies.



15. LEGAL REMEDY: In the event You violate the obligations under this Agreement; You agree that the Company shall be entitled to initiate legal proceedings against You and claim damages for the loss incurred by the Company, including but not limited to, cost of litigation, attorney fee and other related expenses and cost. Therefore, if You breach any of the provisions of this Agreement, the Company shall be entitled to any and all remedies available to the Company, at law or at equity, to enforce such provisions.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature

  
REGISTRAR 

**Its mandate to submit the below mentioned documents at the time of your joining**

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
  - a) 10th Mark Sheet
  - b) 12th Mark Sheet
  - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
  - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
  - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
  - Aadhar Card
  - Voters Identity Card
  - Driving License
  - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
  - Valid Indian Passport
  - Aadhar Card
  - Voters Identity Card
  - Telephone bill
  - Ration card
  - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

**Note:** "Kindly bring the Original certificates for validation at the time of joining"



28<sup>th</sup> Jan 2022

Ref: iOPEX/RRF5676.CAN20043/10500

## APPOINTMENT LETTER

G Neelanth Reddy  
Ontedudinne(V), Gonegandla(M)  
Kurnool, Andhra Pradesh, 518463

Dear G Neelanth Reddy,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies Private Limited in **Grade E1** .

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]** . This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The Terms & Conditions of our Offer of Employment to you are as follows. You shall be governed by the Terms and conditions of Employment, as amended from time to time.

### 1. Date of Commencement of Employment:

Your scheduled date of joining or commencement of employment with the Company shall be on or before January 28, 2022. The appointment stands automatically terminated or withdrawn thereafter, unless the date is modified or extended and communicated to you in writing by the Company.

### 2. Location :

Your current location of employment shall be **Bangalore** , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), work sites, or associated or affiliated companies in India, or outside India, on the terms and conditions as applicable to you at the time of transfer.

For the purpose of this agreement, "Affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

  
REGISTRAR  


### **3. Health Insurance Plan - ESIC Scheme :**

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

### **4. Group Life Insurance & Personnel Accident Coverage Scheme :**

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

### **5. Probationary Period and Confirmation as a Permanent Employee :**

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

### **6. Working Hours**

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

### **7. Leave**

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

### **8. Increments & Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.



## 9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

## 10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

The Company may by itself or through a specially appointed agency will conduct internal and external background Verification. By acceptance of this Offer you are deemed to have consented to such verification and shall co-operate with the same in all aspects. Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions Agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

  
REGISTRAR  


This offer of employment and its annexures constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

This Terms of the Letter shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Chennai, India.

We request you to read the Terms and Conditions specified herein and confirm to us your acceptance by signing and returning a copy of this Letter. In the event you, (i) fail to join the Company on the date hereinabove specified or any other date agreed by the Company or (ii) fail to clear your BGV or are found medically unfit, the Offer and appointment shall automatically stand terminated with immediate effect.

You are requested to submit self-attested copies of the documents specified under Annexure D at the time of joining.

We welcome you to the iOPEX family and wish you a rewarding career over the years to come.

Yours sincerely,



Sumitra CV  
Director - HRA

**Encl:** Annexure A - Compensation Details  
Annexure B - Terms & Conditions  
Annexure C - Documents to be submitted at the time of joining



REGISTRAR



REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

**Annexure A: Compensation Details (Salary & applicable benefits)**

Name:

**a) Remuneration**

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
<b>Fixed Pay</b>			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	<b>Total Fixed Pay</b>	<b>15,261</b>	<b>183132</b>
<b>Variable Pay</b>			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30,000
	<b>Total Variable Pay</b>	<b>8,000</b>	<b>96,000</b>
<b>Employer Contributions</b>			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	<b>Sub-Total</b>	<b>1,739</b>	<b>20,868</b>
	<b>TOTAL CTC</b>	<b>25,000</b>	<b>300,000</b>
	<b>Net Pay</b>	<b>21,904</b>	<b>262,843</b>

**b) Retirals**

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.

  
REGISTRAR  




**c) Variable Components**

**Night Shift Allowance** : This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

**Attendance Bonus** : Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

**d) Applicable tax would be borne by the employee.**

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**Note -**

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.

  
REGISTRAR 

## Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company, directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of two (02) years from the date of your separation from iOPEX, without the prior written permission of iOPEX
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX, either to solicit business for personal gain or as an agent of any other company/ firm / organization, during the Term of your employment and for a period of two (02) years from the date of your relieving
7. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
8. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal [myportal.iope.com](http://myportal.iope.com). In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.
9. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

  
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11. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian

12. COVENANT NOT TO COMPETE. You agree that during the Term of employment and for a period of two (02) years immediately following the termination or end of employment with the company, shall not engage in any business activity which is competitive to the Company nor work for or accept offer with any company or their affiliates or subsidiaries, which directly or indirectly competes with the services of the Company or its group companies. You shall not, directly or indirectly, either for Your own benefit or for the benefit of a third party, disclose to any person, firm or corporation or any other third party, the name, address, contact details or any other information pertaining to the Company or clients of the Company and all other information that form a part of the Confidentiality Agreement agreed and acknowledged between You and the Company and shall not, directly or indirectly, on Your own or on behalf of any other person or business enterprise, or any third party, engage in any business activity which competes with the Company or its group companies..

13. NON-SOLICITATION/NO POACHING. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of the employment either directly or through any other third party, either as a full-time employee or in contract, solicit, induce, encourage, poach or participate in soliciting, inducing, or encouraging any employee, independent contractor or consultant of the Company, to terminate his or her or its relationship with the Company or to work or get employed with, in any capacity for any person or corporate or any third party. You agree not to solicit or hire or poach any employee or independent contractor of the Company on behalf of any other business enterprise for your benefit or for benefit of the business enterprise, nor shall You induce any employee or independent contractor or consultants associated with the Company to terminate or breach an employment, contractual or other relationship with the Company or its group companies during the above-mentioned time period.

14. NON-SOLICITATION OF CUSTOMERS. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of employment, either directly or indirectly or through any other third party, call on, solicit, take away, or join or get employed with or attempt to call on, solicit, or take away or join or get employed with any of existing or past customers of the Company or Customers in pipeline or end clients of the customers of the Company or direct or indirect competitors of the Company or their affiliates or subsidiaries, including but not limited to, whom You are acquainted with during the term of Your employment, as the direct or indirect result of Your employment with the Company. Neither shall You, either directly or through any other third party, disclose to any person, firm, or corporation the names or addresses of any of the customers or end clients of the customers of the Company or any other confidential information of the Company or its group companies.

  
REGISTRAR  


15. LEGAL REMEDY: In the event You violate the obligations under this Agreement; You agree that the Company shall be entitled to initiate legal proceedings against You and claim damages for the loss incurred by the Company, including but not limited to, cost of litigation, attorney fee and other related expenses and cost. Therefore, if You breach any of the provisions of this Agreement, the Company shall be entitled to any and all remedies available to the Company, at law or at equity, to enforce such provisions.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

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I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature

  
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**Its mandate to submit the below mentioned documents at the time of your joining**

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
  - a) 10th Mark Sheet
  - b) 12th Mark Sheet
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  - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
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  - Aadhar Card
  - Voters Identity Card
  - Driving License
  - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
  - Valid Indian Passport
  - Aadhar Card
  - Voters Identity Card
  - Telephone bill
  - Ration card
  - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

**Note:** "Kindly bring the Original certificates for validation at the time of joining"



28<sup>th</sup> Jan 2022

Ref: iOPEX/RRF5676.CAN20044/10501

## APPOINTMENT LETTER

Vasudha M  
Mageri Village Sullkunte Post Bangarpet Taluk  
Kolar 563114 Kolar, Karnataka, 563114

Dear Vasudha M,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies Private Limited in **Grade E1** .

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]** . This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The Terms & Conditions of our Offer of Employment to you are as follows. You shall be governed by the Terms and conditions of Employment, as amended from time to time.

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### 2. Location :

Your current location of employment shall be **Bangalore** , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), work sites, or associated or affiliated companies in India, or outside India, on the terms and conditions as applicable to you at the time of transfer.

For the purpose of this agreement, "Affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

  
REGISTRAR  


### **3. Health Insurance Plan - ESIC Scheme :**

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

### **4. Group Life Insurance & Personnel Accident Coverage Scheme :**

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

### **5. Probationary Period and Confirmation as a Permanent Employee :**

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

### **6. Working Hours**

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

### **7. Leave**

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

### **8. Increments & Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.





## 9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

## 10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

The Company may by itself or through a specially appointed agency will conduct internal and external background Verification. By acceptance of this Offer you are deemed to have consented to such verification and shall co-operate with the same in all aspects. Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions Agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

  
REGISTRAR  




This offer of employment and its annexures constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

This Terms of the Letter shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Chennai, India.

We request you to read the Terms and Conditions specified herein and confirm to us your acceptance by signing and returning a copy of this Letter. In the event you, (i) fail to join the Company on the date hereinabove specified or any other date agreed by the Company or (ii) fail to clear your BGV or are found medically unfit, the Offer and appointment shall automatically stand terminated with immediate effect.

You are requested to submit self-attested copies of the documents specified under Annexure D at the time of joining.

We welcome you to the iOPEX family and wish you a rewarding career over the years to come.

Yours sincerely,



Sumitra CV  
Director - HRA

**Encl:** Annexure A - Compensation Details  
Annexure B - Terms & Conditions  
Annexure C - Documents to be submitted at the time of joining


REGISTRAR Registrar  
PRESIDENCY UNIVERSITY  
BANGALORE

**Annexure A: Compensation Details (Salary & applicable benefits)**

Name:

**a) Remuneration**

<b>Division &amp; Sub Division : ETAS</b>			
<b>Designation: Trainee - Engineer</b>			<b>Grade: E1</b>
	<b>Salary Heads</b>	<b>Per Month</b>	<b>Per Annum</b>
<b>Fixed Pay</b>			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	<b>Total Fixed Pay</b>	<b>15,261</b>	<b>183132</b>
<b>Variable Pay</b>			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30,000
	<b>Total Variable Pay</b>	<b>8,000</b>	<b>96,000</b>
<b>Employer Contributions</b>			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	<b>Sub-Total</b>	<b>1,739</b>	<b>20,868</b>
	<b>TOTAL CTC</b>	<b>25,000</b>	<b>300,000</b>
	<b>Net Pay</b>	<b>21,904</b>	<b>262,843</b>

**b) Retirals**

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.

  
REGISTRAR  


**c) Variable Components**

**Night Shift Allowance** : This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

**Attendance Bonus** : Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

**d) Applicable tax would be borne by the employee.**

---

**Note -**

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.

  
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## Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company, directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of two (02) years from the date of your separation from iOPEX, without the prior written permission of iOPEX
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX, either to solicit business for personal gain or as an agent of any other company/ firm / organization, during the Term of your employment and for a period of two (02) years from the date of your relieving
7. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
8. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal [myportal.iope.com](http://myportal.iope.com). In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.
9. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

  
REGISTRAR  


10. You shall communicate any change with regard to your expected date of Joining. The HR team will give you a letter confirming the change of date.

11. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian

12. COVENANT NOT TO COMPETE. You agree that during the Term of employment and for a period of two (02) years immediately following the termination or end of employment with the company, shall not engage in any business activity which is competitive to the Company nor work for or accept offer with any company or their affiliates or subsidiaries, which directly or indirectly competes with the services of the Company or its group companies. You shall not, directly or indirectly, either for Your own benefit or for the benefit of a third party, disclose to any person, firm or corporation or any other third party, the name, address, contact details or any other information pertaining to the Company or clients of the Company and all other information that form a part of the Confidentiality Agreement agreed and acknowledged between You and the Company and shall not, directly or indirectly, on Your own or on behalf of any other person or business enterprise, or any third party, engage in any business activity which competes with the Company or its group companies..

13. NON-SOLICITATION/NO POACHING. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of the employment either directly or through any other third party, either as a full-time employee or in contract, solicit, induce, encourage, poach or participate in soliciting, inducing, or encouraging any employee, independent contractor or consultant of the Company, to terminate his or her or its relationship with the Company or to work or get employed with, in any capacity for any person or corporate or any third party. You agree not to solicit or hire or poach any employee or independent contractor of the Company on behalf of any other business enterprise for your benefit or for benefit of the business enterprise, nor shall You induce any employee or independent contractor or consultants associated with the Company to terminate or breach an employment, contractual or other relationship with the Company or its group companies during the above-mentioned time period.

14. NON-SOLICITATION OF CUSTOMERS. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of employment, either directly or indirectly or through any other third party, call on, solicit, take away, or join or get employed with or attempt to call on, solicit, or take away or join or get employed with any of existing or past customers of the Company or Customers in pipeline or end clients of the customers of the Company or direct or indirect competitors of the Company or their affiliates or subsidiaries, including but not limited to, whom You are acquainted with during the term of Your employment, as the direct or indirect result of Your employment with the Company. Neither shall You, either directly or through any other third party, disclose to any person, firm, or corporation the names or addresses of any of the customers or end clients of the customers of the Company or any other confidential information of the Company or its group companies.

  
REGISTRAR  


15. LEGAL REMEDY: In the event You violate the obligations under this Agreement; You agree that the Company shall be entitled to initiate legal proceedings against You and claim damages for the loss incurred by the Company, including but not limited to, cost of litigation, attorney fee and other related expenses and cost. Therefore, if You breach any of the provisions of this Agreement, the Company shall be entitled to any and all remedies available to the Company, at law or at equity, to enforce such provisions.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature

  
REGISTRAR 

**Its mandate to submit the below mentioned documents at the time of your joining**

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
  - a) 10th Mark Sheet
  - b) 12th Mark Sheet
  - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
  - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
  - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
  - Aadhar Card
  - Voters Identity Card
  - Driving License
  - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
  - Valid Indian Passport
  - Aadhar Card
  - Voters Identity Card
  - Telephone bill
  - Ration card
  - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

**Note:** "Kindly bring the Original certificates for validation at the time of joining"



28<sup>th</sup> Jan 2022

Ref: iOPEX/RRF5676.CAN20045/10502

## APPOINTMENT LETTER

Meghana S  
S-56/2,7Th Main Sharadamba Nagar  
Jalahalli Village Bangalore, Karnataka, 560013

Dear Meghana S,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies Private Limited in **Grade E1** .

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]** . This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The Terms & Conditions of our Offer of Employment to you are as follows. You shall be governed by the Terms and conditions of Employment, as amended from time to time.

### 1. Date of Commencement of Employment:

Your scheduled date of joining or commencement of employment with the Company shall be on or before January 28, 2022. The appointment stands automatically terminated or withdrawn thereafter, unless the date is modified or extended and communicated to you in writing by the Company.

### 2. Location :

Your current location of employment shall be **Bangalore** , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), work sites, or associated or affiliated companies in India, or outside India, on the terms and conditions as applicable to you at the time of transfer.

For the purpose of this agreement, "Affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

  
REGISTRAR  




### **3. Health Insurance Plan - ESIC Scheme :**

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

### **4. Group Life Insurance & Personnel Accident Coverage Scheme :**

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

### **5. Probationary Period and Confirmation as a Permanent Employee :**

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

### **6. Working Hours**

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

### **7. Leave**

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

### **8. Increments & Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.



## 9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

## 10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

The Company may by itself or through a specially appointed agency will conduct internal and external background Verification. By acceptance of this Offer you are deemed to have consented to such verification and shall co-operate with the same in all aspects. Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions Agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

  
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This offer of employment and its annexures constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

This Terms of the Letter shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Chennai, India.

We request you to read the Terms and Conditions specified herein and confirm to us your acceptance by signing and returning a copy of this Letter. In the event you, (i) fail to join the Company on the date hereinabove specified or any other date agreed by the Company or (ii) fail to clear your BGV or are found medically unfit, the Offer and appointment shall automatically stand terminated with immediate effect.

You are requested to submit self-attested copies of the documents specified under Annexure D at the time of joining.

We welcome you to the iOPEX family and wish you a rewarding career over the years to come.

Yours sincerely,



Sumitra CV  
Director - HRA

**Encl:** Annexure A - Compensation Details  
Annexure B - Terms & Conditions  
Annexure C - Documents to be submitted at the time of joining


REGISTRAR Registrar  
PRESIDENCY UNIVERSITY  
BANGALORE

**Annexure A: Compensation Details (Salary & applicable benefits)**

Name:

**a) Remuneration**

<b>Division &amp; Sub Division : ETAS</b>			
<b>Designation: Trainee - Engineer</b>			<b>Grade: E1</b>
	<b>Salary Heads</b>	<b>Per Month</b>	<b>Per Annum</b>
<b>Fixed Pay</b>			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	<b>Total Fixed Pay</b>	<b>15,261</b>	<b>183132</b>
<b>Variable Pay</b>			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30,000
	<b>Total Variable Pay</b>	<b>8,000</b>	<b>96,000</b>
<b>Employer Contributions</b>			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	<b>Sub-Total</b>	<b>1,739</b>	<b>20,868</b>
	<b>TOTAL CTC</b>	<b>25,000</b>	<b>300,000</b>
	<b>Net Pay</b>	<b>21,904</b>	<b>262,843</b>

**b) Retirals**

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.

  
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**c) Variable Components**

**Night Shift Allowance** : This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

**Attendance Bonus** : Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

**d) Applicable tax would be borne by the employee.**

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**Note -**

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.

*Sanna*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar  
BANGALORE

## Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company, directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of two (02) years from the date of your separation from iOPEX, without the prior written permission of iOPEX
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX, either to solicit business for personal gain or as an agent of any other company/ firm / organization, during the Term of your employment and for a period of two (02) years from the date of your relieving
7. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
8. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal [myportal.iope.com](http://myportal.iope.com). In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.
9. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

  
REGISTRAR  


10. You shall communicate any change with regard to your expected date of Joining. The HR team will give you a letter confirming the change of date.

11. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian

12. COVENANT NOT TO COMPETE. You agree that during the Term of employment and for a period of two (02) years immediately following the termination or end of employment with the company, shall not engage in any business activity which is competitive to the Company nor work for or accept offer with any company or their affiliates or subsidiaries, which directly or indirectly competes with the services of the Company or its group companies. You shall not, directly or indirectly, either for Your own benefit or for the benefit of a third party, disclose to any person, firm or corporation or any other third party, the name, address, contact details or any other information pertaining to the Company or clients of the Company and all other information that form a part of the Confidentiality Agreement agreed and acknowledged between You and the Company and shall not, directly or indirectly, on Your own or on behalf of any other person or business enterprise, or any third party, engage in any business activity which competes with the Company or its group companies..

13. NON-SOLICITATION/NO POACHING. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of the employment either directly or through any other third party, either as a full-time employee or in contract, solicit, induce, encourage, poach or participate in soliciting, inducing, or encouraging any employee, independent contractor or consultant of the Company, to terminate his or her or its relationship with the Company or to work or get employed with, in any capacity for any person or corporate or any third party. You agree not to solicit or hire or poach any employee or independent contractor of the Company on behalf of any other business enterprise for your benefit or for benefit of the business enterprise, nor shall You induce any employee or independent contractor or consultants associated with the Company to terminate or breach an employment, contractual or other relationship with the Company or its group companies during the above-mentioned time period.

14. NON-SOLICITATION OF CUSTOMERS. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of employment, either directly or indirectly or through any other third party, call on, solicit, take away, or join or get employed with or attempt to call on, solicit, or take away or join or get employed with any of existing or past customers of the Company or Customers in pipeline or end clients of the customers of the Company or direct or indirect competitors of the Company or their affiliates or subsidiaries, including but not limited to, whom You are acquainted with during the term of Your employment, as the direct or indirect result of Your employment with the Company. Neither shall You, either directly or through any other third party, disclose to any person, firm, or corporation the names or addresses of any of the customers or end clients of the customers of the Company or any other confidential information of the Company or its group companies.

  
REGISTRAR  


15. LEGAL REMEDY: In the event You violate the obligations under this Agreement; You agree that the Company shall be entitled to initiate legal proceedings against You and claim damages for the loss incurred by the Company, including but not limited to, cost of litigation, attorney fee and other related expenses and cost. Therefore, if You breach any of the provisions of this Agreement, the Company shall be entitled to any and all remedies available to the Company, at law or at equity, to enforce such provisions.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature

  
REGISTRAR 



**Its mandate to submit the below mentioned documents at the time of your joining**

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
  - a) 10th Mark Sheet
  - b) 12th Mark Sheet
  - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
  - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
  - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
  - Aadhar Card
  - Voters Identity Card
  - Driving License
  - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
  - Valid Indian Passport
  - Aadhar Card
  - Voters Identity Card
  - Telephone bill
  - Ration card
  - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

**Note:** "Kindly bring the Original certificates for validation at the time of joining"



28<sup>th</sup> Jan 2022

Ref: iOPEX/RRF5676.CAN20046/10503

## APPOINTMENT LETTER

Chandana Singh R V

#19, Flat No F1, Navarathna Apartment, 1St Cross, Manorayan Palya, Doddamma Layout, RT Nagar  
Bangalore, Karnataka, 560032

Dear Chandana Singh R V,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies Private Limited in **Grade E1** .

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]** . This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The Terms & Conditions of our Offer of Employment to you are as follows. You shall be governed by the Terms and conditions of Employment, as amended from time to time.

### 1. Date of Commencement of Employment:

Your scheduled date of joining or commencement of employment with the Company shall be on or before January 28, 2022. The appointment stands automatically terminated or withdrawn thereafter, unless the date is modified or extended and communicated to you in writing by the Company.

### 2. Location :

Your current location of employment shall be **Bangalore** , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), work sites, or associated or affiliated companies in India, or outside India, on the terms and conditions as applicable to you at the time of transfer.

For the purpose of this agreement, "Affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

  
REGISTRAR  


### **3. Health Insurance Plan - ESIC Scheme :**

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

### **4. Group Life Insurance & Personnel Accident Coverage Scheme :**

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

### **5. Probationary Period and Confirmation as a Permanent Employee :**

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

### **6. Working Hours**

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

### **7. Leave**

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

### **8. Increments & Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.



## 9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

## 10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

The Company may by itself or through a specially appointed agency will conduct internal and external background Verification. By acceptance of this Offer you are deemed to have consented to such verification and shall co-operate with the same in all aspects. Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions Agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

  
REGISTRAR  


This offer of employment and its annexures constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

This Terms of the Letter shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Chennai, India.

We request you to read the Terms and Conditions specified herein and confirm to us your acceptance by signing and returning a copy of this Letter. In the event you, (i) fail to join the Company on the date hereinabove specified or any other date agreed by the Company or (ii) fail to clear your BGV or are found medically unfit, the Offer and appointment shall automatically stand terminated with immediate effect.

You are requested to submit self-attested copies of the documents specified under Annexure D at the time of joining.

We welcome you to the iOPEX family and wish you a rewarding career over the years to come.

Yours sincerely,



Sumitra CV  
Director - HRA

**Encl:** Annexure A - Compensation Details  
Annexure B - Terms & Conditions  
Annexure C - Documents to be submitted at the time of joining



REGISTRAR



REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

**Annexure A: Compensation Details (Salary & applicable benefits)**

Name:

**a) Remuneration**

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
<b>Fixed Pay</b>			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	<b>Total Fixed Pay</b>	<b>15,261</b>	<b>183132</b>
<b>Variable Pay</b>			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30,000
	<b>Total Variable Pay</b>	<b>8,000</b>	<b>96,000</b>
<b>Employer Contributions</b>			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	<b>Sub-Total</b>	<b>1,739</b>	<b>20,868</b>
	<b>TOTAL CTC</b>	<b>25,000</b>	<b>300,000</b>
	<b>Net Pay</b>	<b>21,904</b>	<b>262,843</b>

**b) Retirals**

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.

  
REGISTRAR  


**c) Variable Components**

**Night Shift Allowance** : This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

**Attendance Bonus** : Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

**d) Applicable tax would be borne by the employee.**

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**Note -**

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.

  
REGISTRAR 

## Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company, directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of two (02) years from the date of your separation from iOPEX, without the prior written permission of iOPEX
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX, either to solicit business for personal gain or as an agent of any other company/ firm / organization, during the Term of your employment and for a period of two (02) years from the date of your relieving
7. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
8. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal [myportal.iopeX.com](http://myportal.iopeX.com). In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.
9. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

  
REGISTRAR  




10. You shall communicate any change with regard to your expected date of Joining. The HR team will give you a letter confirming the change of date.

11. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian

12. COVENANT NOT TO COMPETE. You agree that during the Term of employment and for a period of two (02) years immediately following the termination or end of employment with the company, shall not engage in any business activity which is competitive to the Company nor work for or accept offer with any company or their affiliates or subsidiaries, which directly or indirectly competes with the services of the Company or its group companies. You shall not, directly or indirectly, either for Your own benefit or for the benefit of a third party, disclose to any person, firm or corporation or any other third party, the name, address, contact details or any other information pertaining to the Company or clients of the Company and all other information that form a part of the Confidentiality Agreement agreed and acknowledged between You and the Company and shall not, directly or indirectly, on Your own or on behalf of any other person or business enterprise, or any third party, engage in any business activity which competes with the Company or its group companies..

13. NON-SOLICITATION/NO POACHING. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of the employment either directly or through any other third party, either as a full-time employee or in contract, solicit, induce, encourage, poach or participate in soliciting, inducing, or encouraging any employee, independent contractor or consultant of the Company, to terminate his or her or its relationship with the Company or to work or get employed with, in any capacity for any person or corporate or any third party. You agree not to solicit or hire or poach any employee or independent contractor of the Company on behalf of any other business enterprise for your benefit or for benefit of the business enterprise, nor shall You induce any employee or independent contractor or consultants associated with the Company to terminate or breach an employment, contractual or other relationship with the Company or its group companies during the above-mentioned time period.

14. NON-SOLICITATION OF CUSTOMERS. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of employment, either directly or indirectly or through any other third party, call on, solicit, take away, or join or get employed with or attempt to call on, solicit, or take away or join or get employed with any of existing or past customers of the Company or Customers in pipeline or end clients of the customers of the Company or direct or indirect competitors of the Company or their affiliates or subsidiaries, including but not limited to, whom You are acquainted with during the term of Your employment, as the direct or indirect result of Your employment with the Company. Neither shall You, either directly or through any other third party, disclose to any person, firm, or corporation the names or addresses of any of the customers or end clients of the customers of the Company or any other confidential information of the Company or its group companies.

  
REGISTRAR  


15. LEGAL REMEDY: In the event You violate the obligations under this Agreement; You agree that the Company shall be entitled to initiate legal proceedings against You and claim damages for the loss incurred by the Company, including but not limited to, cost of litigation, attorney fee and other related expenses and cost. Therefore, if You breach any of the provisions of this Agreement, the Company shall be entitled to any and all remedies available to the Company, at law or at equity, to enforce such provisions.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature

  
REGISTRAR 

**Its mandate to submit the below mentioned documents at the time of your joining**

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
  - a) 10th Mark Sheet
  - b) 12th Mark Sheet
  - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
  - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
  - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
  - Aadhar Card
  - Voters Identity Card
  - Driving License
  - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
  - Valid Indian Passport
  - Aadhar Card
  - Voters Identity Card
  - Telephone bill
  - Ration card
  - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

**Note:** "Kindly bring the Original certificates for validation at the time of joining"



28<sup>th</sup> Jan 2022

Ref: iOPEX/RRF5676.CAN20047/10504

## APPOINTMENT LETTER

Shree M  
#1408,34Th Cross,18th Main,5Th Block,  
HBR Layout,Bengaluru-560043

Dear Shree M,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies Private Limited in **Grade E1** .

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]** . This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The Terms & Conditions of our Offer of Employment to you are as follows. You shall be governed by the Terms and conditions of Employment, as amended from time to time.

### 1. Date of Commencement of Employment:

Your scheduled date of joining or commencement of employment with the Company shall be on or before January 28, 2022. The appointment stands automatically terminated or withdrawn thereafter, unless the date is modified or extended and communicated to you in writing by the Company.

### 2. Location :

Your current location of employment shall be **Bangalore** , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), work sites, or associated or affiliated companies in India, or outside India, on the terms and conditions as applicable to you at the time of transfer.

For the purpose of this agreement, "Affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

  
REGISTRAR  


### **3. Health Insurance Plan - ESIC Scheme :**

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

### **4. Group Life Insurance & Personnel Accident Coverage Scheme :**

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

### **5. Probationary Period and Confirmation as a Permanent Employee :**

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

### **6. Working Hours**

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

### **7. Leave**

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

### **8. Increments & Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.



## 9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

## 10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

The Company may by itself or through a specially appointed agency will conduct internal and external background Verification. By acceptance of this Offer you are deemed to have consented to such verification and shall co-operate with the same in all aspects. Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions Agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

  
REGISTRAR  


This offer of employment and its annexures constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

This Terms of the Letter shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Chennai, India.

We request you to read the Terms and Conditions specified herein and confirm to us your acceptance by signing and returning a copy of this Letter. In the event you, (i) fail to join the Company on the date hereinabove specified or any other date agreed by the Company or (ii) fail to clear your BGV or are found medically unfit, the Offer and appointment shall automatically stand terminated with immediate effect.

You are requested to submit self-attested copies of the documents specified under Annexure D at the time of joining.

We welcome you to the iOPEX family and wish you a rewarding career over the years to come.

Yours sincerely,



Sumitra CV  
Director - HRA

**Encl:** Annexure A - Compensation Details  
Annexure B - Terms & Conditions  
Annexure C - Documents to be submitted at the time of joining



REGISTRAR



REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

**Annexure A: Compensation Details (Salary & applicable benefits)**

Name:

**a) Remuneration**

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
<b>Fixed Pay</b>			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	<b>Total Fixed Pay</b>	<b>15,261</b>	<b>183132</b>
<b>Variable Pay</b>			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30,000
	<b>Total Variable Pay</b>	<b>8,000</b>	<b>96,000</b>
<b>Employer Contributions</b>			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	<b>Sub-Total</b>	<b>1,739</b>	<b>20,868</b>
	<b>TOTAL CTC</b>	<b>25,000</b>	<b>300,000</b>
	<b>Net Pay</b>	<b>21,904</b>	<b>262,843</b>

**b) Retirals**

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.

  
REGISTRAR  




**c) Variable Components**

**Night Shift Allowance** : This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

**Attendance Bonus** : Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

**d) Applicable tax would be borne by the employee.**

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**Note -**

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.

  
REGISTRAR 

## Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company, directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of two (02) years from the date of your separation from iOPEX, without the prior written permission of iOPEX
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX, either to solicit business for personal gain or as an agent of any other company/ firm / organization, during the Term of your employment and for a period of two (02) years from the date of your relieving
7. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
8. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal [myportal.iope.com](http://myportal.iope.com). In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.
9. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

  
REGISTRAR  



10. You shall communicate any change with regard to your expected date of Joining. The HR team will give you a letter confirming the change of date.

11. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian

12. COVENANT NOT TO COMPETE. You agree that during the Term of employment and for a period of two (02) years immediately following the termination or end of employment with the company, shall not engage in any business activity which is competitive to the Company nor work for or accept offer with any company or their affiliates or subsidiaries, which directly or indirectly competes with the services of the Company or its group companies. You shall not, directly or indirectly, either for Your own benefit or for the benefit of a third party, disclose to any person, firm or corporation or any other third party, the name, address, contact details or any other information pertaining to the Company or clients of the Company and all other information that form a part of the Confidentiality Agreement agreed and acknowledged between You and the Company and shall not, directly or indirectly, on Your own or on behalf of any other person or business enterprise, or any third party, engage in any business activity which competes with the Company or its group companies..

13. NON-SOLICITATION/NO POACHING. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of the employment either directly or through any other third party, either as a full-time employee or in contract, solicit, induce, encourage, poach or participate in soliciting, inducing, or encouraging any employee, independent contractor or consultant of the Company, to terminate his or her or its relationship with the Company or to work or get employed with, in any capacity for any person or corporate or any third party. You agree not to solicit or hire or poach any employee or independent contractor of the Company on behalf of any other business enterprise for your benefit or for benefit of the business enterprise, nor shall You induce any employee or independent contractor or consultants associated with the Company to terminate or breach an employment, contractual or other relationship with the Company or its group companies during the above-mentioned time period.

14. NON-SOLICITATION OF CUSTOMERS. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of employment, either directly or indirectly or through any other third party, call on, solicit, take away, or join or get employed with or attempt to call on, solicit, or take away or join or get employed with any of existing or past customers of the Company or Customers in pipeline or end clients of the customers of the Company or direct or indirect competitors of the Company or their affiliates or subsidiaries, including but not limited to, whom You are acquainted with during the term of Your employment, as the direct or indirect result of Your employment with the Company. Neither shall You, either directly or through any other third party, disclose to any person, firm, or corporation the names or addresses of any of the customers or end clients of the customers of the Company or any other confidential information of the Company or its group companies.

  
REGISTRAR  


15. LEGAL REMEDY: In the event You violate the obligations under this Agreement; You agree that the Company shall be entitled to initiate legal proceedings against You and claim damages for the loss incurred by the Company, including but not limited to, cost of litigation, attorney fee and other related expenses and cost. Therefore, if You breach any of the provisions of this Agreement, the Company shall be entitled to any and all remedies available to the Company, at law or at equity, to enforce such provisions.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature

  
REGISTRAR 

**Its mandate to submit the below mentioned documents at the time of your joining**

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
  - a) 10th Mark Sheet
  - b) 12th Mark Sheet
  - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
  - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
  - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
  - Aadhar Card
  - Voters Identity Card
  - Driving License
  - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
  - Valid Indian Passport
  - Aadhar Card
  - Voters Identity Card
  - Telephone bill
  - Ration card
  - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

**Note:** "Kindly bring the Original certificates for validation at the time of joining"



28<sup>th</sup> Jan 2022

Ref: iOPEX/RRF5676.CAN20048/10505

## APPOINTMENT LETTER

Pranjal Singh  
#8, 3Rd Main, 11Th Cross, Hoysala Nagar  
Bangalore, Karnataka, 560016

Dear Pranjal Singh,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies Private Limited in **Grade E1** .

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]** . This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The Terms & Conditions of our Offer of Employment to you are as follows. You shall be governed by the Terms and conditions of Employment, as amended from time to time.

### 1. Date of Commencement of Employment:

Your scheduled date of joining or commencement of employment with the Company shall be on or before January 28, 2022. The appointment stands automatically terminated or withdrawn thereafter, unless the date is modified or extended and communicated to you in writing by the Company.

### 2. Location :

Your current location of employment shall be **Bangalore** , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), work sites, or associated or affiliated companies in India, or outside India, on the terms and conditions as applicable to you at the time of transfer.

For the purpose of this agreement, "Affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

  
REGISTRAR  


### **3. Health Insurance Plan - ESIC Scheme :**

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

### **4. Group Life Insurance & Personnel Accident Coverage Scheme :**

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

### **5. Probationary Period and Confirmation as a Permanent Employee :**

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

### **6. Working Hours**

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

### **7. Leave**

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

### **8. Increments & Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.





## 9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

## 10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

The Company may by itself or through a specially appointed agency will conduct internal and external background Verification. By acceptance of this Offer you are deemed to have consented to such verification and shall co-operate with the same in all aspects. Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions Agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

  
REGISTRAR  




This offer of employment and its annexures constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

This Terms of the Letter shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Chennai, India.

We request you to read the Terms and Conditions specified herein and confirm to us your acceptance by signing and returning a copy of this Letter. In the event you, (i) fail to join the Company on the date hereinabove specified or any other date agreed by the Company or (ii) fail to clear your BGV or are found medically unfit, the Offer and appointment shall automatically stand terminated with immediate effect.

You are requested to submit self-attested copies of the documents specified under Annexure D at the time of joining.

We welcome you to the iOPEX family and wish you a rewarding career over the years to come.

Yours sincerely,



Sumitra CV  
Director - HRA

**Encl:** Annexure A - Compensation Details  
Annexure B - Terms & Conditions  
Annexure C - Documents to be submitted at the time of joining



REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE

**Annexure A: Compensation Details (Salary & applicable benefits)**

Name:

**a) Remuneration**

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
<b>Fixed Pay</b>			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	<b>Total Fixed Pay</b>	<b>15,261</b>	<b>183132</b>
<b>Variable Pay</b>			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30,000
	<b>Total Variable Pay</b>	<b>8,000</b>	<b>96,000</b>
<b>Employer Contributions</b>			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	<b>Sub-Total</b>	<b>1,739</b>	<b>20,868</b>
	<b>TOTAL CTC</b>	<b>25,000</b>	<b>300,000</b>
	<b>Net Pay</b>	<b>21,904</b>	<b>262,843</b>

**b) Retirals**

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.

  
REGISTRAR  


**c) Variable Components**

**Night Shift Allowance** : This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

**Attendance Bonus** : Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

**d) Applicable tax would be borne by the employee.**

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**Note -**

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.

  
REGISTRAR 

## Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company, directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of two (02) years from the date of your separation from iOPEX, without the prior written permission of iOPEX
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX, either to solicit business for personal gain or as an agent of any other company/ firm / organization, during the Term of your employment and for a period of two (02) years from the date of your relieving
7. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
8. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal [myportal.iopeX.com](http://myportal.iopeX.com). In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.
9. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

  
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11. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian

12. COVENANT NOT TO COMPETE. You agree that during the Term of employment and for a period of two (02) years immediately following the termination or end of employment with the company, shall not engage in any business activity which is competitive to the Company nor work for or accept offer with any company or their affiliates or subsidiaries, which directly or indirectly competes with the services of the Company or its group companies. You shall not, directly or indirectly, either for Your own benefit or for the benefit of a third party, disclose to any person, firm or corporation or any other third party, the name, address, contact details or any other information pertaining to the Company or clients of the Company and all other information that form a part of the Confidentiality Agreement agreed and acknowledged between You and the Company and shall not, directly or indirectly, on Your own or on behalf of any other person or business enterprise, or any third party, engage in any business activity which competes with the Company or its group companies..

13. NON-SOLICITATION/NO POACHING. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of the employment either directly or through any other third party, either as a full-time employee or in contract, solicit, induce, encourage, poach or participate in soliciting, inducing, or encouraging any employee, independent contractor or consultant of the Company, to terminate his or her or its relationship with the Company or to work or get employed with, in any capacity for any person or corporate or any third party. You agree not to solicit or hire or poach any employee or independent contractor of the Company on behalf of any other business enterprise for your benefit or for benefit of the business enterprise, nor shall You induce any employee or independent contractor or consultants associated with the Company to terminate or breach an employment, contractual or other relationship with the Company or its group companies during the above-mentioned time period.

14. NON-SOLICITATION OF CUSTOMERS. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of employment, either directly or indirectly or through any other third party, call on, solicit, take away, or join or get employed with or attempt to call on, solicit, or take away or join or get employed with any of existing or past customers of the Company or Customers in pipeline or end clients of the customers of the Company or direct or indirect competitors of the Company or their affiliates or subsidiaries, including but not limited to, whom You are acquainted with during the term of Your employment, as the direct or indirect result of Your employment with the Company. Neither shall You, either directly or through any other third party, disclose to any person, firm, or corporation the names or addresses of any of the customers or end clients of the customers of the Company or any other confidential information of the Company or its group companies.

  
REGISTRAR  


15. LEGAL REMEDY: In the event You violate the obligations under this Agreement; You agree that the Company shall be entitled to initiate legal proceedings against You and claim damages for the loss incurred by the Company, including but not limited to, cost of litigation, attorney fee and other related expenses and cost. Therefore, if You breach any of the provisions of this Agreement, the Company shall be entitled to any and all remedies available to the Company, at law or at equity, to enforce such provisions.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

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The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your category of employees.

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In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

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Signature

  
REGISTRAR 

**Its mandate to submit the below mentioned documents at the time of your joining**

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
  - a) 10th Mark Sheet
  - b) 12th Mark Sheet
  - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
  - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
  - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
  - Aadhar Card
  - Voters Identity Card
  - Driving License
  - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
  - Valid Indian Passport
  - Aadhar Card
  - Voters Identity Card
  - Telephone bill
  - Ration card
  - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

**Note:** "Kindly bring the Original certificates for validation at the time of joining"



28<sup>th</sup> Jan 2022

Ref: iOPEX/RRF5676.CAN20049/10506

## APPOINTMENT LETTER

S Vinaya  
No 42, 11Th C Cross, Esther-Enclave  
Hormavu Bangalore, Karnataka, 560043

Dear S Vinaya,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies Private Limited in **Grade E1** .

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]** . This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The Terms & Conditions of our Offer of Employment to you are as follows. You shall be governed by the Terms and conditions of Employment, as amended from time to time.

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### 2. Location :

Your current location of employment shall be **Bangalore** , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), work sites, or associated or affiliated companies in India, or outside India, on the terms and conditions as applicable to you at the time of transfer.

For the purpose of this agreement, "Affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

  
REGISTRAR  




### **3. Health Insurance Plan - ESIC Scheme :**

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

### **4. Group Life Insurance & Personnel Accident Coverage Scheme :**

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

### **5. Probationary Period and Confirmation as a Permanent Employee :**

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

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### **8. Increments & Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.



## 9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

## 10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

The Company may by itself or through a specially appointed agency will conduct internal and external background Verification. By acceptance of this Offer you are deemed to have consented to such verification and shall co-operate with the same in all aspects. Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions Agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

  
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This offer of employment and its annexures constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

This Terms of the Letter shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Chennai, India.

We request you to read the Terms and Conditions specified herein and confirm to us your acceptance by signing and returning a copy of this Letter. In the event you, (i) fail to join the Company on the date hereinabove specified or any other date agreed by the Company or (ii) fail to clear your BGV or are found medically unfit, the Offer and appointment shall automatically stand terminated with immediate effect.

You are requested to submit self-attested copies of the documents specified under Annexure D at the time of joining.

We welcome you to the iOPEX family and wish you a rewarding career over the years to come.

Yours sincerely,



Sumitra CV  
Director - HRA

**Encl:** Annexure A - Compensation Details  
Annexure B - Terms & Conditions  
Annexure C - Documents to be submitted at the time of joining



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BANGALORE

**Annexure A: Compensation Details (Salary & applicable benefits)**

Name:

**a) Remuneration**

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
<b>Fixed Pay</b>			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	<b>Total Fixed Pay</b>	<b>15,261</b>	<b>183132</b>
<b>Variable Pay</b>			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30,000
	<b>Total Variable Pay</b>	<b>8,000</b>	<b>96,000</b>
<b>Employer Contributions</b>			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	<b>Sub-Total</b>	<b>1,739</b>	<b>20,868</b>
	<b>TOTAL CTC</b>	<b>25,000</b>	<b>300,000</b>
	<b>Net Pay</b>	<b>21,904</b>	<b>262,843</b>

**b) Retirals**

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.

  
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**c) Variable Components**

**Night Shift Allowance** : This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

**Attendance Bonus** : Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

**d) Applicable tax would be borne by the employee.**

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**Note -**

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.

*Sanna*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar  
BANGALORE

## Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company, directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of two (02) years from the date of your separation from iOPEX, without the prior written permission of iOPEX
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX, either to solicit business for personal gain or as an agent of any other company/ firm / organization, during the Term of your employment and for a period of two (02) years from the date of your relieving
7. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
8. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal [myportal.iope.com](http://myportal.iope.com). In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.
9. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

  
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10. You shall communicate any change with regard to your expected date of Joining. The HR team will give you a letter confirming the change of date.

11. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian

12. COVENANT NOT TO COMPETE. You agree that during the Term of employment and for a period of two (02) years immediately following the termination or end of employment with the company, shall not engage in any business activity which is competitive to the Company nor work for or accept offer with any company or their affiliates or subsidiaries, which directly or indirectly competes with the services of the Company or its group companies. You shall not, directly or indirectly, either for Your own benefit or for the benefit of a third party, disclose to any person, firm or corporation or any other third party, the name, address, contact details or any other information pertaining to the Company or clients of the Company and all other information that form a part of the Confidentiality Agreement agreed and acknowledged between You and the Company and shall not, directly or indirectly, on Your own or on behalf of any other person or business enterprise, or any third party, engage in any business activity which competes with the Company or its group companies..

13. NON-SOLICITATION/NO POACHING. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of the employment either directly or through any other third party, either as a full-time employee or in contract, solicit, induce, encourage, poach or participate in soliciting, inducing, or encouraging any employee, independent contractor or consultant of the Company, to terminate his or her or its relationship with the Company or to work or get employed with, in any capacity for any person or corporate or any third party. You agree not to solicit or hire or poach any employee or independent contractor of the Company on behalf of any other business enterprise for your benefit or for benefit of the business enterprise, nor shall You induce any employee or independent contractor or consultants associated with the Company to terminate or breach an employment, contractual or other relationship with the Company or its group companies during the above-mentioned time period.

14. NON-SOLICITATION OF CUSTOMERS. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of employment, either directly or indirectly or through any other third party, call on, solicit, take away, or join or get employed with or attempt to call on, solicit, or take away or join or get employed with any of existing or past customers of the Company or Customers in pipeline or end clients of the customers of the Company or direct or indirect competitors of the Company or their affiliates or subsidiaries, including but not limited to, whom You are acquainted with during the term of Your employment, as the direct or indirect result of Your employment with the Company. Neither shall You, either directly or through any other third party, disclose to any person, firm, or corporation the names or addresses of any of the customers or end clients of the customers of the Company or any other confidential information of the Company or its group companies.



15. LEGAL REMEDY: In the event You violate the obligations under this Agreement; You agree that the Company shall be entitled to initiate legal proceedings against You and claim damages for the loss incurred by the Company, including but not limited to, cost of litigation, attorney fee and other related expenses and cost. Therefore, if You breach any of the provisions of this Agreement, the Company shall be entitled to any and all remedies available to the Company, at law or at equity, to enforce such provisions.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature

  
REGISTRAR 



**Its mandate to submit the below mentioned documents at the time of your joining**

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
  - a) 10th Mark Sheet
  - b) 12th Mark Sheet
  - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
  - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
  - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
  - Aadhar Card
  - Voters Identity Card
  - Driving License
  - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
  - Valid Indian Passport
  - Aadhar Card
  - Voters Identity Card
  - Telephone bill
  - Ration card
  - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

**Note:** "Kindly bring the Original certificates for validation at the time of joining"



28<sup>th</sup> Jan 2022

Ref: iOPEX/RRF5676.CAN20050/10507

## APPOINTMENT LETTER

S Vignesh

#50,Shree Nivas , Mahaveer Residency, Avalahalli Off, Yelahanka  
Bangalore, Karnataka, 560064

Dear S Vignesh,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies Private Limited in **Grade E1** .

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]** . This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The Terms & Conditions of our Offer of Employment to you are as follows. You shall be governed by the Terms and conditions of Employment, as amended from time to time.

### 1. Date of Commencement of Employment:

Your scheduled date of joining or commencement of employment with the Company shall be on or before January 28, 2022. The appointment stands automatically terminated or withdrawn thereafter, unless the date is modified or extended and communicated to you in writing by the Company.

### 2. Location :

Your current location of employment shall be **Bangalore** , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), work sites, or associated or affiliated companies in India, or outside India, on the terms and conditions as applicable to you at the time of transfer.

For the purpose of this agreement, "Affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

  
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### **3. Health Insurance Plan - ESIC Scheme :**

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

### **4. Group Life Insurance & Personnel Accident Coverage Scheme :**

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

### **5. Probationary Period and Confirmation as a Permanent Employee :**

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

### **6. Working Hours**

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

### **7. Leave**

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

### **8. Increments & Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.



## 9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

## 10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

The Company may by itself or through a specially appointed agency will conduct internal and external background Verification. By acceptance of this Offer you are deemed to have consented to such verification and shall co-operate with the same in all aspects. Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions Agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

  
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This offer of employment and its annexures constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

This Terms of the Letter shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Chennai, India.

We request you to read the Terms and Conditions specified herein and confirm to us your acceptance by signing and returning a copy of this Letter. In the event you, (i) fail to join the Company on the date hereinabove specified or any other date agreed by the Company or (ii) fail to clear your BGV or are found medically unfit, the Offer and appointment shall automatically stand terminated with immediate effect.

You are requested to submit self-attested copies of the documents specified under Annexure D at the time of joining.

We welcome you to the iOPEX family and wish you a rewarding career over the years to come.

Yours sincerely,



Sumitra CV  
Director - HRA

**Encl:** Annexure A - Compensation Details  
Annexure B - Terms & Conditions  
Annexure C - Documents to be submitted at the time of joining



REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE

**Annexure A: Compensation Details (Salary & applicable benefits)**

Name:

**a) Remuneration**

<b>Division &amp; Sub Division : ETAS</b>			
<b>Designation: Trainee - Engineer</b>			<b>Grade: E1</b>
	<b>Salary Heads</b>	<b>Per Month</b>	<b>Per Annum</b>
<b>Fixed Pay</b>			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	<b>Total Fixed Pay</b>	<b>15,261</b>	<b>183132</b>
<b>Variable Pay</b>			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30,000
	<b>Total Variable Pay</b>	<b>8,000</b>	<b>96,000</b>
<b>Employer Contributions</b>			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	<b>Sub-Total</b>	<b>1,739</b>	<b>20,868</b>
	<b>TOTAL CTC</b>	<b>25,000</b>	<b>300,000</b>
	<b>Net Pay</b>	<b>21,904</b>	<b>262,843</b>

**b) Retirals**

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.

  
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**c) Variable Components**

**Night Shift Allowance** : This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

**Attendance Bonus** : Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

**d) Applicable tax would be borne by the employee.**

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**Note -**

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.

  
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## Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company, directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of two (02) years from the date of your separation from iOPEX, without the prior written permission of iOPEX
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX, either to solicit business for personal gain or as an agent of any other company/ firm / organization, during the Term of your employment and for a period of two (02) years from the date of your relieving
7. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
8. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal [myportal.iope.com](http://myportal.iope.com). In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.
9. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

  
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10. You shall communicate any change with regard to your expected date of Joining. The HR team will give you a letter confirming the change of date.

11. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian

12. COVENANT NOT TO COMPETE. You agree that during the Term of employment and for a period of two (02) years immediately following the termination or end of employment with the company, shall not engage in any business activity which is competitive to the Company nor work for or accept offer with any company or their affiliates or subsidiaries, which directly or indirectly competes with the services of the Company or its group companies. You shall not, directly or indirectly, either for Your own benefit or for the benefit of a third party, disclose to any person, firm or corporation or any other third party, the name, address, contact details or any other information pertaining to the Company or clients of the Company and all other information that form a part of the Confidentiality Agreement agreed and acknowledged between You and the Company and shall not, directly or indirectly, on Your own or on behalf of any other person or business enterprise, or any third party, engage in any business activity which competes with the Company or its group companies..

13. NON-SOLICITATION/NO POACHING. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of the employment either directly or through any other third party, either as a full-time employee or in contract, solicit, induce, encourage, poach or participate in soliciting, inducing, or encouraging any employee, independent contractor or consultant of the Company, to terminate his or her or its relationship with the Company or to work or get employed with, in any capacity for any person or corporate or any third party. You agree not to solicit or hire or poach any employee or independent contractor of the Company on behalf of any other business enterprise for your benefit or for benefit of the business enterprise, nor shall You induce any employee or independent contractor or consultants associated with the Company to terminate or breach an employment, contractual or other relationship with the Company or its group companies during the above-mentioned time period.

14. NON-SOLICITATION OF CUSTOMERS. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of employment, either directly or indirectly or through any other third party, call on, solicit, take away, or join or get employed with or attempt to call on, solicit, or take away or join or get employed with any of existing or past customers of the Company or Customers in pipeline or end clients of the customers of the Company or direct or indirect competitors of the Company or their affiliates or subsidiaries, including but not limited to, whom You are acquainted with during the term of Your employment, as the direct or indirect result of Your employment with the Company. Neither shall You, either directly or through any other third party, disclose to any person, firm, or corporation the names or addresses of any of the customers or end clients of the customers of the Company or any other confidential information of the Company or its group companies.

  
REGISTRAR  


15. LEGAL REMEDY: In the event You violate the obligations under this Agreement; You agree that the Company shall be entitled to initiate legal proceedings against You and claim damages for the loss incurred by the Company, including but not limited to, cost of litigation, attorney fee and other related expenses and cost. Therefore, if You breach any of the provisions of this Agreement, the Company shall be entitled to any and all remedies available to the Company, at law or at equity, to enforce such provisions.

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On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature

  
REGISTRAR 

**Its mandate to submit the below mentioned documents at the time of your joining**

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
  - a) 10th Mark Sheet
  - b) 12th Mark Sheet
  - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
  - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
  - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
  - Aadhar Card
  - Voters Identity Card
  - Driving License
  - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
  - Valid Indian Passport
  - Aadhar Card
  - Voters Identity Card
  - Telephone bill
  - Ration card
  - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

**Note:** "Kindly bring the Original certificates for validation at the time of joining"



**OL No: TN3954**

**14 June 2022**

Dear, **KRISHNA ASHOK**

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **TEACHNOOK** as a **Business Development Trainee**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with TEACHNOOK:

**Date of Joining : 4 July 2022**

Training Period : **4 July 2022 to 13 July 2022**

OJT Start Date: **14 July 2022**

OJT End Date: **13 November 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per Month

Incentives : INR **10000**

Target: **220000** INR per month.

Pre - Placement Offer :- **4 to 6 LPA (After Completion of Training)**

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Teachnook, and will report on or before **4 July 2022**.

S

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## Training Policy

- Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.
- The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off.
- During the training period you will receive all the benefits that are entitled for trainees.
- At any time if you wish to discontinue the training due to personal reasons , you will have to follow the company's resignation procedures.
  - Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1 month stipend and you can be relieved from the company.
- All your information will be safe and confidential with Teachnook. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.
- Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.
- You will have to cooperate with and follow all policies and practices of Teachnook for both yours and Teachnook's development.
- Post successful completion of the Training tenure, you will be prone to exciting pre-placement offers from Teachnook.
- The stipend cycle will start along with your OJT.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

As a part of the joining process, you are requested to carry with you the following documents on the day of joining.

Photocopies of

- 1 coloured copy of Offer Letter.
- SSLC (X Std) Marks Card & 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- Negative RT-PCR Report is mandatory. It should not be older than 48 hours (Even if you are fully vaccinated) OR Fully vaccinated report.

Please bring the original documents either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

28<sup>th</sup> Jan 2022

Ref: iOPEX/RRF5676.CAN20052/10509

## APPOINTMENT LETTER

Palla Harsha Vardhan  
13/344 C 1St Floor, Vasavi Nagar Vempalli  
Andhra Pradesh, 516329

Dear Palla Harsha Vardhan,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies Private Limited in **Grade E1** .

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]** . This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The Terms & Conditions of our Offer of Employment to you are as follows. You shall be governed by the Terms and conditions of Employment, as amended from time to time.

### 1. Date of Commencement of Employment:

Your scheduled date of joining or commencement of employment with the Company shall be on or before January 28, 2022. The appointment stands automatically terminated or withdrawn thereafter, unless the date is modified or extended and communicated to you in writing by the Company.

### 2. Location :

Your current location of employment shall be **Bangalore** , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), work sites, or associated or affiliated companies in India, or outside India, on the terms and conditions as applicable to you at the time of transfer.

For the purpose of this agreement, "Affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

  
REGISTRAR  




### **3. Health Insurance Plan - ESIC Scheme :**

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

### **4. Group Life Insurance & Personnel Accident Coverage Scheme :**

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

### **5. Probationary Period and Confirmation as a Permanent Employee :**

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

### **6. Working Hours**

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

### **7. Leave**

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

### **8. Increments & Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.





## 9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

## 10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

The Company may by itself or through a specially appointed agency will conduct internal and external background Verification. By acceptance of this Offer you are deemed to have consented to such verification and shall co-operate with the same in all aspects. Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions Agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

  
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This offer of employment and its annexures constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

This Terms of the Letter shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Chennai, India.

We request you to read the Terms and Conditions specified herein and confirm to us your acceptance by signing and returning a copy of this Letter. In the event you, (i) fail to join the Company on the date hereinabove specified or any other date agreed by the Company or (ii) fail to clear your BGV or are found medically unfit, the Offer and appointment shall automatically stand terminated with immediate effect.

You are requested to submit self-attested copies of the documents specified under Annexure D at the time of joining.

We welcome you to the iOPEX family and wish you a rewarding career over the years to come.

Yours sincerely,



Sumitra CV  
Director - HRA

**Encl:** Annexure A - Compensation Details  
Annexure B - Terms & Conditions  
Annexure C - Documents to be submitted at the time of joining



REGISTRAR



REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

**Annexure A: Compensation Details (Salary & applicable benefits)**

Name:

**a) Remuneration**

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
<b>Fixed Pay</b>			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	<b>Total Fixed Pay</b>	<b>15,261</b>	<b>183132</b>
<b>Variable Pay</b>			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30,000
	<b>Total Variable Pay</b>	<b>8,000</b>	<b>96,000</b>
<b>Employer Contributions</b>			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	<b>Sub-Total</b>	<b>1,739</b>	<b>20,868</b>
	<b>TOTAL CTC</b>	<b>25,000</b>	<b>300,000</b>
	<b>Net Pay</b>	<b>21,904</b>	<b>262,843</b>

**b) Retirals**

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.

  
REGISTRAR  


**c) Variable Components**

**Night Shift Allowance** : This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

**Attendance Bonus** : Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

**d) Applicable tax would be borne by the employee.**

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**Note -**

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.

  
REGISTRAR 

## Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company, directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of two (02) years from the date of your separation from iOPEX, without the prior written permission of iOPEX
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX, either to solicit business for personal gain or as an agent of any other company/ firm / organization, during the Term of your employment and for a period of two (02) years from the date of your relieving
7. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
8. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal [myportal.iope.com](http://myportal.iope.com). In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.
9. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

  
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10. You shall communicate any change with regard to your expected date of Joining. The HR team will give you a letter confirming the change of date.

11. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian

12. COVENANT NOT TO COMPETE. You agree that during the Term of employment and for a period of two (02) years immediately following the termination or end of employment with the company, shall not engage in any business activity which is competitive to the Company nor work for or accept offer with any company or their affiliates or subsidiaries, which directly or indirectly competes with the services of the Company or its group companies. You shall not, directly or indirectly, either for Your own benefit or for the benefit of a third party, disclose to any person, firm or corporation or any other third party, the name, address, contact details or any other information pertaining to the Company or clients of the Company and all other information that form a part of the Confidentiality Agreement agreed and acknowledged between You and the Company and shall not, directly or indirectly, on Your own or on behalf of any other person or business enterprise, or any third party, engage in any business activity which competes with the Company or its group companies..

13. NON-SOLICITATION/NO POACHING. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of the employment either directly or through any other third party, either as a full-time employee or in contract, solicit, induce, encourage, poach or participate in soliciting, inducing, or encouraging any employee, independent contractor or consultant of the Company, to terminate his or her or its relationship with the Company or to work or get employed with, in any capacity for any person or corporate or any third party. You agree not to solicit or hire or poach any employee or independent contractor of the Company on behalf of any other business enterprise for your benefit or for benefit of the business enterprise, nor shall You induce any employee or independent contractor or consultants associated with the Company to terminate or breach an employment, contractual or other relationship with the Company or its group companies during the above-mentioned time period.

14. NON-SOLICITATION OF CUSTOMERS. You shall not, during the Term of employment and for a period of two (02) years immediately following the termination or end of employment, either directly or indirectly or through any other third party, call on, solicit, take away, or join or get employed with or attempt to call on, solicit, or take away or join or get employed with any of existing or past customers of the Company or Customers in pipeline or end clients of the customers of the Company or direct or indirect competitors of the Company or their affiliates or subsidiaries, including but not limited to, whom You are acquainted with during the term of Your employment, as the direct or indirect result of Your employment with the Company. Neither shall You, either directly or through any other third party, disclose to any person, firm, or corporation the names or addresses of any of the customers or end clients of the customers of the Company or any other confidential information of the Company or its group companies.

  
REGISTRAR  


15. LEGAL REMEDY: In the event You violate the obligations under this Agreement; You agree that the Company shall be entitled to initiate legal proceedings against You and claim damages for the loss incurred by the Company, including but not limited to, cost of litigation, attorney fee and other related expenses and cost. Therefore, if You breach any of the provisions of this Agreement, the Company shall be entitled to any and all remedies available to the Company, at law or at equity, to enforce such provisions.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature

  
REGISTRAR 

**Its mandate to submit the below mentioned documents at the time of your joining**

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
  - a) 10th Mark Sheet
  - b) 12th Mark Sheet
  - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
  - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
  - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
  - Aadhar Card
  - Voters Identity Card
  - Driving License
  - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
  - Valid Indian Passport
  - Aadhar Card
  - Voters Identity Card
  - Telephone bill
  - Ration card
  - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

**Note:** "Kindly bring the Original certificates for validation at the time of joining"







**Name:** Pragathi S

**Address:** Manifest Fortune, F4, B Block, 9Th Cross, Cil  
Layout, Cholanayakanahalli, Hebbal Bangalore,  
Karnataka, 560032, India

Dear Pragathi S,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:**The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Kurapati Pavan Kumar

**Address:** N R P Road, Vijayawada (Urban) Vijayawada,  
Andhra Pradesh, 520011, India

Dear Kurapati Pavan Kumar,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748





## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

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You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

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**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

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**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

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You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

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You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Gooty Shaik Mohammed Gouse Basha

**Address:** 1-3-301 , Rangaswami Nagar, Anantapur,  
Andhra Pradesh, 515001, India

Dear Gooty Shaik Mohammed Gouse Basha,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
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	<b>Gratuity</b>	7,200.00	600.00
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1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

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If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.





**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

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SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

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The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

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3rd Floor, Vaswani Presidio, Panathur Main Road,  
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CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.  
(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.





**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Vinukonda Charanteja

**Address:** 2-382 Tadipatri Road Bathalapalli, Andhra Pradesh, 515661, India

Dear Vinukonda Charanteja,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

---

Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748







**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

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You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

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In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

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**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

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You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

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You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date







**Name:** Chinnireddygarri Sripathi

**Address:** 1-9 C. Kalepalli Thimmarajupalli Rc Puram Chittor  
Ap C. Kalepalli, Andhra Pradesh, 517561, India

Dear Chinnireddygarri Sripathi,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
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	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
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	<b>PF Employer Contribution</b>	21,600.00	1,800.00
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	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
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CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.



**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.  
(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Palasani Vishnuvardhan Reddy

**Address:** 5-24/A, Vengalareddypeta, Main Road Kurnool,  
Andhra Pradesh, 518512, India

Dear Palasani Vishnuvardhan Reddy,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.





**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.



**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

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**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

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You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Deekshith D

**Address:** Kachahalli(V), Mallur(P), Shidlaghatta(Tq),  
Chikkaballapur(Dt) Chikkaballapur,  
Karnataka, 562102, India

Dear Deekshith D,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor,Vaswani Presidio,Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
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	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.





**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.



**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Varaganti Mohan Sai

**Address:** 1-117, Mm Wada Sri Kalahasti, Chittoor District,  
Andhra Pradesh. Sri Kalahasti, 517644, India

Dear Varaganti Mohan Sai,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.





**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748







**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

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**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

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If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

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**CHANGE OF ADDRESS:**

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You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date







**Name:** Sai Kiran R Pastay

**Address:** Mathikere Banglore Bangalore,  
Karnataka, 560054, India

Dear Sai Kiran R Pastay,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor,Vaswani Presidio,Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
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	<b>Basic Salary</b>	1,50,000.00	12,500.00
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If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.





**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

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SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

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The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

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**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.





**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Naveen Gowda N K

**Address:** #35 Prakuthi Brindvan Layout ,Opposite  
Countryclub Doddballapura Road Karnataka  
Bangalore, 562163, India

Dear Naveen Gowda N K,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor,Vaswani Presidio,Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

www.joulestowatts.com

CIN : U74900KA2014PTC076748





## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

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**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

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**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.  
(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date







**Name:** Tarun R

**Address:** 40, 1St Cross Muneshawa Block, Mahalakshmi  
Layout Banglore, Karnataka, 560086, India

Dear Tarun R,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor,Vaswani Presidio,Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
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	<b>PF Employer Contribution</b>	21,600.00	1,800.00
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	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
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CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.  
(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.





**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Kiran Kumar N D

**Address:** Thanniruhalla, Belur Road, 2Nd Cross, Rama  
Lakshmi Nilaya, Hassan, Karnataka, 573201, India

Dear Kiran Kumar N D,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

www.joulestowatts.com

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

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**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

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If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

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**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



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**CHANGE OF ADDRESS:**

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**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Divyashree S

**Address:** #81/A,2Nd Cross,2Nd Main, Rajeshwari  
Nagar,Near Slv Bikepoint,Laggere Bangalore,  
Karnataka, 560058, India

Dear Divyashree S,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor,Vaswani Presidio,Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

---

Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

www.joulestowatts.com

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
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	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
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A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

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If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

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**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.



**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date



## Thrillophilia Offer Letter & Employment Agreement

### **Congratulations Mahadevapasad S**

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to Mahadevapasad S** The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

A handwritten signature in black ink that reads "Rituja Khunteta".

and

**Mahadevapasad S**

Signature -

## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

Variable component per annum: INR 60,000

\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

## Confidentiality & Authorization to Work

As a condition of full-time employment, you will be requested to sign this document, which is also a Confidentiality Agreement. Anytime you breach or pass any kind of confidential information to friends, family or any other company could lead to immediate termination.

You should also note that you will be required

- Submit proof of citizenship
- 10-12 mark sheets
- 2 photographs
- Last degree mark sheets
- Permanent residency in India or authorization to work in India within three business days of your date of hire.

## Terms and Conditions

### 1. At-Will Employment

If you choose to accept this offer, please understand your employment is “at-will,” voluntarily entered into, and is for at least one year period. Failing to serve for less than one year Thrillophilia has full rights to forfeit your bonus, performance incentives, variable component, and salary deductions over the last months of your service. You are free to resign at any time, for any reason, or for no reason. But you need to serve a notice period of two months, even if left during the probation period. Also, Thrillophilia is free to conclude its at-will employment relationship with you at any time, with or without cause.

### 2. Non-Competition During Employment

The Thrillophilia prohibits the Employee from participating in or planning to participate in a competitive business while employed by the Thrillophilia. During the employment term, the Employee shall not, in

any fashion, participate or engage in any activity or other business competitive with the Thrillophilia's business. In addition, the Employee, while employed, shall not take any action without the Thrillophilia's prior written consent to establish, form, or become employed by a competing business on termination of employment by the Thrillophilia. The Employee's failure to comply with the provisions of the preceding sentence shall give the Thrillophilia the right to terminate any benefits or compensation that the Employee may be otherwise entitled to following termination of this Agreement.

### 3. Term of Employment

You shall be employed for the first three months on a probation basis, and based on his/her performance further action will be taken. After serving for three months, this Agreement is extended by mutual written consent of the parties. During the Probation period, due to non-performance, the company can terminate your employment by giving a two-week notice period.

### 4. Place of Employment

During the employment term, the base location of an Employee to perform the services would be **Jaipur**. The Employee acknowledges that the Thrillophilia may from time to time require the Employee to travel temporarily to other locations on the Thrillophilia's business.

### 5. Salary

The basic salary payable to the Employee shall be increased annually by employee performance and company performance. Once the employee puts in his resignation letter, then during the notice period, salary will not be paid and will be cleared during settlement. During the probation period, salaries will be paid on the 15<sup>th</sup> of the next month. Once an employee gets confirmed after successful completion of his notice period, salary for a month is paid by the 5<sup>th</sup> of the next month.

### 6. Incentives

Employees will receive their Incentives on the basis of performance.

### 7. Leaves

You are entitled to 22 leaves (14 Paid Leaves + 8 Sick Leaves) in a year. In addition to these leaves, there will also be yearly holidays for all employees. However, during the Internship period, the employee cannot take any leave. Exceptional leaves can be granted based on manager discretion.

### 8. Expenses

Thrillophilia shall reimburse the Employee for reasonable expenses incurred in connection with the Employee's performance of his / her duties including travel expenses, food, and lodging while away from his base work location, pursuant to the Thrillophilia's reimbursement policies.



## 9. Employee's Right of Ownership

All inventions conceived or developed by the Employee during the term of this Agreement shall remain the property of Thrillophilia, provided, however, that as to all such inventions with the respect that the equipment, supplies, facilities, or trade secret information of the Thrillophilia was used, or that relate to the business of the Thrillophilia or to the Thrillophilia's actual or demonstrably anticipated research and development, or that result from any work performed by the Employee for the Thrillophilia shall remain the property of the Thrillophilia.

## 10. Employee Termination/Resignation

The employee will have to serve the company Thrillophilia for a period of one year to the minimum. If the employee wishes to terminate/resign before the completion of one year of his or her service with Thrillophilia, the employee will have to pay out an amount equal to his or her one-month compensation at Thrillophilia. In case a disassociation happens between the employee and the company within 30 days of the joining date, the company will not be liable to pay compensation for the days served.

The Employee will have to give Thrillophilia a two-month prior written notice of resignation whenever he chooses to resign. The Employee may retire after age 60 and upon proper notice.

11.1 Termination on Retirement. This Agreement shall be terminated by the Employee's voluntary retirement, that retirement shall be effective on the last day of any fiscal year, provided that the effective date of retirement occurs after the Employee's 60th birthday, and that the Employee gives the Thrillophilia six months' prior written notice.

11.2 The employment Agreement will automatically terminate if the Employee becomes permanently disabled.

11.3 Termination upon Death. If the employee dies during the period of employment this Agreement shall then be terminated. The employment Agreement may terminate upon proper notice after a merger or sale of assets by the Thrillophilia.

11.4 Termination or Assignment on Merger. In the event of a merger where the Thrillophilia is not the surviving entity, or of a sale of all or substantially all of the Thrillophilia's assets, the Thrillophilia may, at its sole option (1) assign this Agreement and all rights and obligations under it to any business entity that succeeds to all or substantially all of the Thrillophilia's business through that merger or sale of assets, or (2) on at least 30 days prior written notice to the Employee, terminate this Agreement effective on the date of the merger or sale of assets.

## 12. Non-Disclosure after Termination

After termination of employment, the Employee will still be prohibited for a period of five years from disclosing Thrillophilia's trade secrets and any confidential information. Because of his / her employment by the Thrillophilia, the Employee will have access to trade secrets and confidential information about the Thrillophilia, its products, its customers, and its methods of doing business. In consideration of his / her access to this information, the Employee agrees that for a period of five years after termination of his / her employment, he/she will not disclose such trade secrets or confidential information.

## 13. Entire Agreement

This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties. No amendments to this Agreement may be made except by a writing signed by both parties. By signing this agreement you ensure that you have read all the policies and agree to them.

## 14. Notices

Any notice to the Thrillophilia required or permitted under this Agreement shall be given in writing to the Thrillophilia, either by personal service or by registered or certified mail, postage prepaid, addressed to Abhishek Daga (Founder of Thrillophilia) at its then principal place of business. Any such notice to the Employee shall be given in a like manner and, if mailed, shall be addressed to the Employee at his / her home address then shown in the Thrillophilia's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given

(1) on the date of service, if served personally on the party to whom notice is to be given, or

(2) on the second business day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this section.

## 15. General Provisions

15.1 Governing Law & Jurisdiction. This agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the state of Rajasthan under Rajasthan state government Judiciary without reference to conflict of law principles. In the event of a lawsuit or any legal proceeding involving this Agreement, the Employee will have to pay the Thrillophilia costs and expenses, including reasonable attorney fees.

15.2 Costs of Litigation. In the event any action is brought to enforce this Agreement, the Employee shall be entitled to recover its costs of enforcement including, without limitation, attorneys' fees and court costs.

#### 16. Force Majeure.

In the event that Employee is unable to perform any of its obligations under this Agreement because of any Act of God, strike, fire, flood, governmental acts, orders or restrictions, Internet system unavailability, system malfunctions, or any other reason where failure to perform is beyond the reasonable control and not caused by the negligence of the Employee (a "Force Majeure Event") if Thrillophilia has been so affected shall give notice immediately to Employee and Employee shall use its reasonable best efforts to resume performance. However, if the period of non-performance exceeds 30 days from receipt of notice of the Force Majeure Event, the Employee may be terminated and his assets like pending salary, sales incentive, bonus, etc can be forfeit, by giving written notice.

#### 17. Confidentiality

Even after the termination of the Agreement, the Employee may still have certain responsibilities such as keeping information confidential for five years and he cannot share any business secrets of Thrillophilia. Any information related to compensation need not be disclosed or discussed with any colleague.

#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.

Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**Mahadevaprasad S**

Date: 05/03/2022

A handwritten signature in green ink, appearing to read "Saurav", is written over a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.



**Name:** Sumit Khatri

**Address:** House No.116 Near Hanuman Mandir New Basti  
Pana Mamurpur Narela Delhi 110040, India

Dear Sumit Khatri,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor,Vaswani Presidio,Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

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Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748







**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date







**Name:** Lakshan R

**Address:** 5Th Main A Nagarbhavi Bangalore, Karnataka,  
560072, India

Dear Lakshan R,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor,Vaswani Presidio,Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.





**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

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Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.





**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Nithin T

**Address:** #20 Near Padhma Tent Amruthali Byataranapura  
Bangalore, Karnataka, 560092, India

Dear Nithin T,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748





## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
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	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
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	<b>PF Employer Contribution</b>	21,600.00	1,800.00
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	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
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CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date







**Name:** Vallepu Krishna Kanth

**Address:** 1/186 , Sajjaladinne Village, Tadipatri Mandal,  
Anantapur, Andhra Pradesh - 515411, India

Dear Vallepu Krishna Kanth,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

---

Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.





**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Mudassir Ahmed N V

**Address:** #2/1, Zeenath Manzil, 3Rd Main Road, 2Nd Cross,  
Rahamath Nagar, Bangalore, Karnataka - 560032,  
India

Dear Mudassir Ahmed N V,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
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	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
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	<b>Gratuity</b>	7,200.00	600.00
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1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

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If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

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3rd Floor, Vaswani Presidio, Panathur Main Road,  
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**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.



**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

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The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



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**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

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During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date



## Thrillophilia Offer Letter & Employment Agreement

### Congratulations Abdul Azeez

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to Abdul Azeez**. The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

A handwritten signature in black ink that reads "Rituja Khunteta".

and

**Abdul Azeez**

Signature -

A handwritten signature in green ink that reads "Azeez" is written over a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.

## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

Variable component per annum: INR 60,000

\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

## Confidentiality & Authorization to Work

As a condition of full-time employment, you will be requested to sign this document, which is also a Confidentiality Agreement. Anytime you breach or pass any kind of confidential information to friends, family or any other company could lead to immediate termination.

You should also note that you will be required

- Submit proof of citizenship
- 10-12 mark sheets
- 2 photographs
- Last degree mark sheets
- Permanent residency in India or authorization to work in India within three business days of your date of hire.

## Terms and Conditions

### 1. At-Will Employment

If you choose to accept this offer, please understand your employment is “at-will,” voluntarily entered into, and is for at least one year period. Failing to serve for less than one year Thrillophilia has full rights to forfeit your bonus, performance incentives, variable component, and salary deductions over the last months of your service. You are free to resign at any time, for any reason, or for no reason. But you need to serve a notice period of two months, even if left during the probation period. Also, Thrillophilia is free to conclude its at-will employment relationship with you at any time, with or without cause.

### 2. Non-Competition During Employment

The Thrillophilia prohibits the Employee from participating in or planning to participate in a competitive business while employed by the Thrillophilia. During the employment term, the Employee shall not, in

any fashion, participate or engage in any activity or other business competitive with the Thrillophilia's business. In addition, the Employee, while employed, shall not take any action without the Thrillophilia's prior written consent to establish, form, or become employed by a competing business on termination of employment by the Thrillophilia. The Employee's failure to comply with the provisions of the preceding sentence shall give the Thrillophilia the right to terminate any benefits or compensation that the Employee may be otherwise entitled to following termination of this Agreement.

### 3. Term of Employment

You shall be employed for the first three months on a probation basis, and based on his/her performance further action will be taken. After serving for three months, this Agreement is extended by mutual written consent of the parties. During the Probation period, due to non-performance, the company can terminate your employment by giving a two-week notice period.

### 4. Place of Employment

During the employment term, the base location of an Employee to perform the services would be **Jaipur**. The Employee acknowledges that the Thrillophilia may from time to time require the Employee to travel temporarily to other locations on the Thrillophilia's business.

### 5. Salary

The basic salary payable to the Employee shall be increased annually by employee performance and company performance. Once the employee puts in his resignation letter, then during the notice period, salary will not be paid and will be cleared during settlement. During the probation period, salaries will be paid on the 15<sup>th</sup> of the next month. Once an employee gets confirmed after successful completion of his notice period, salary for a month is paid by the 5<sup>th</sup> of the next month.

### 6. Incentives

Employees will receive their Incentives on the basis of performance.

### 7. Leaves

You are entitled to 22 leaves (14 Paid Leaves + 8 Sick Leaves) in a year. In addition to these leaves, there will also be yearly holidays for all employees. However, during the Internship period, the employee cannot take any leave. Exceptional leaves can be granted based on manager discretion.

### 8. Expenses

Thrillophilia shall reimburse the Employee for reasonable expenses incurred in connection with the Employee's performance of his / her duties including travel expenses, food, and lodging while away from his base work location, pursuant to the Thrillophilia's reimbursement policies.

## 9. Employee's Right of Ownership

All inventions conceived or developed by the Employee during the term of this Agreement shall remain the property of Thrillophilia, provided, however, that as to all such inventions with the respect that the equipment, supplies, facilities, or trade secret information of the Thrillophilia was used, or that relate to the business of the Thrillophilia or to the Thrillophilia's actual or demonstrably anticipated research and development, or that result from any work performed by the Employee for the Thrillophilia shall remain the property of the Thrillophilia.

## 10. Employee Termination/Resignation

The employee will have to serve the company Thrillophilia for a period of one year to the minimum. If the employee wishes to terminate/resign before the completion of one year of his or her service with Thrillophilia, the employee will have to pay out an amount equal to his or her one-month compensation at Thrillophilia. In case a disassociation happens between the employee and the company within 30 days of the joining date, the company will not be liable to pay compensation for the days served.

The Employee will have to give Thrillophilia a two-month prior written notice of resignation whenever he chooses to resign. The Employee may retire after age 60 and upon proper notice.

11.1 Termination on Retirement. This Agreement shall be terminated by the Employee's voluntary retirement, that retirement shall be effective on the last day of any fiscal year, provided that the effective date of retirement occurs after the Employee's 60th birthday, and that the Employee gives the Thrillophilia six months' prior written notice.

11.2 The employment Agreement will automatically terminate if the Employee becomes permanently disabled.

11.3 Termination upon Death. If the employee dies during the period of employment this Agreement shall then be terminated. The employment Agreement may terminate upon proper notice after a merger or sale of assets by the Thrillophilia.

11.4 Termination or Assignment on Merger. In the event of a merger where the Thrillophilia is not the surviving entity, or of a sale of all or substantially all of the Thrillophilia's assets, the Thrillophilia may, at its sole option (1) assign this Agreement and all rights and obligations under it to any business entity that succeeds to all or substantially all of the Thrillophilia's business through that merger or sale of assets, or (2) on at least 30 days prior written notice to the Employee, terminate this Agreement effective on the date of the merger or sale of assets.



## 12. Non-Disclosure after Termination

After termination of employment, the Employee will still be prohibited for a period of five years from disclosing Thrillophilia's trade secrets and any confidential information. Because of his / her employment by the Thrillophilia, the Employee will have access to trade secrets and confidential information about the Thrillophilia, its products, its customers, and its methods of doing business. In consideration of his / her access to this information, the Employee agrees that for a period of five years after termination of his / her employment, he/she will not disclose such trade secrets or confidential information.

## 13. Entire Agreement

This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties. No amendments to this Agreement may be made except by a writing signed by both parties. By signing this agreement you ensure that you have read all the policies and agree to them.

## 14. Notices

Any notice to the Thrillophilia required or permitted under this Agreement shall be given in writing to the Thrillophilia, either by personal service or by registered or certified mail, postage prepaid, addressed to Abhishek Daga (Founder of Thrillophilia) at its then principal place of business. Any such notice to the Employee shall be given in a like manner and, if mailed, shall be addressed to the Employee at his / her home address then shown in the Thrillophilia's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given

(1) on the date of service, if served personally on the party to whom notice is to be given, or

(2) on the second business day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this section.

## 15. General Provisions

15.1 Governing Law & Jurisdiction. This agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the state of Rajasthan under Rajasthan state government Judiciary without reference to conflict of law principles. In the event of a lawsuit or any legal proceeding involving this Agreement, the Employee will have to pay the Thrillophilia costs and expenses, including reasonable attorney fees.

15.2 Costs of Litigation. In the event any action is brought to enforce this Agreement, the Employee shall be entitled to recover its costs of enforcement including, without limitation, attorneys' fees and court costs.

#### 16. Force Majeure.

In the event that Employee is unable to perform any of its obligations under this Agreement because of any Act of God, strike, fire, flood, governmental acts, orders or restrictions, Internet system unavailability, system malfunctions, or any other reason where failure to perform is beyond the reasonable control and not caused by the negligence of the Employee (a "Force Majeure Event") if Thrillophilia has been so affected shall give notice immediately to Employee and Employee shall use its reasonable best efforts to resume performance. However, if the period of non-performance exceeds 30 days from receipt of notice of the Force Majeure Event, the Employee may be terminated and his assets like pending salary, sales incentive, bonus, etc can be forfeit, by giving written notice.

#### 17. Confidentiality

Even after the termination of the Agreement, the Employee may still have certain responsibilities such as keeping information confidential for five years and he cannot share any business secrets of Thrillophilia. Any information related to compensation need not be disclosed or discussed with any colleague.

#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.

Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**Abdul Azeez**

Date: 05/03/2022

A handwritten signature in green ink, appearing to read "Azeez", is written over a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.



**Name:** Raghavendra K

**Address:** Sanjeevni Layout Near Play Wood Factory  
Lakshmipura 562162, Bangalore Rural,  
Karnataka - 562162, India

Dear Raghavendra K,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.



**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Manish Gowda S

**Address:** No 29, 20Th Cross, Bhel Mini Colony, Pipeline Road, T Dasarahalli, Bengaluru, Bengaluru, Karnataka - 560057, India

Dear Manish Gowda S,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
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	<b>PF Employer Contribution</b>	21,600.00	1,800.00
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	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.





**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748







**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date







**Name:** Adarsh Patil

**Address:** 19-1-310/1 Shri Datta Nilaya, Near Bhavani  
Temple Bhavani Colony Shivanagar South  
Bidar, Karnataka - 585401, India

Dear Adarsh Patil,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
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[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
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**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

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You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

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The company may terminate your services with or without cause under the following conditions:

**With Cause:**The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

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**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

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**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.





**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Balaji Rao K

**Address:** 3Rd Block Maratha Brrdi, Malur Taluk Masthi  
Kolar, Bangalore, Kolar, Karnataka - 563139, India

Dear Balaji Rao K,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

---

Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748





## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

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Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

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	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
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	<b>PF Employer Contribution</b>	21,600.00	1,800.00
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SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

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**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date







**Name:** Chetan C

**Address:** 15/A, 5Th Cross 3Rd Main Someshwaranagar,  
Yelhanka New Town Bangalore,  
Karnataka - 560065, India

Dear Chetan C,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

---

Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

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You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

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**ASSIGNMENT:**

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**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

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**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

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You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

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**www.joulestowatts.com**

**CIN : U74900KA2014PTC076748**



**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

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**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.  
(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

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**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.





**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Ahmad Raza

**Address:** Kushal Nagar Kg Halli Bangalore,  
Karnataka, 560045, India

Dear Ahmad Raza,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
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	<b>Total Gross</b>	2,71,200.00	22,600.00
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	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**

SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.



**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.



**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** H P Chethan Raj

**Address:** #9, Bk Road, Nanje Gowda Layout, Thindlu,  
Bengaluru, Karnataka - 560097, India

Dear H P Chethan Raj,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

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You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

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**ASSIGNMENT:**

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**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

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You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

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**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

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**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

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**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

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In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

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Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





**Name:** Sumanth Kumar Reddy S

**Address:** #13 3Rd Cross Manjunatha Nagar Kalkeri  
Ramamurthy Nagar Bangalore,  
Karnataka - 560016, India

Dear Sumanth Kumar Reddy S,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
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Salary will be disbursed on receipt of your PAN card number.





**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

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SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

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**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

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You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

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CIN : U74900KA2014PTC076748







**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date



## Thrillophilia Offer Letter & Employment Agreement

### Congratulations Shashank S

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to Shashank S**. The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

A handwritten signature in black ink that reads "Rituja Khunteta".

and

**Shashank S**

Signature -



## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

Variable component per annum: INR 60,000

\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

## Confidentiality & Authorization to Work

As a condition of full-time employment, you will be requested to sign this document, which is also a Confidentiality Agreement. Anytime you breach or pass any kind of confidential information to friends, family or any other company could lead to immediate termination.

You should also note that you will be required

- Submit proof of citizenship
- 10-12 mark sheets
- 2 photographs
- Last degree mark sheets
- Permanent residency in India or authorization to work in India within three business days of your date of hire.

## Terms and Conditions

### 1. At-Will Employment

If you choose to accept this offer, please understand your employment is “at-will,” voluntarily entered into, and is for at least one year period. Failing to serve for less than one year Thrillophilia has full rights to forfeit your bonus, performance incentives, variable component, and salary deductions over the last months of your service. You are free to resign at any time, for any reason, or for no reason. But you need to serve a notice period of two months, even if left during the probation period. Also, Thrillophilia is free to conclude its at-will employment relationship with you at any time, with or without cause.

### 2. Non-Competition During Employment

The Thrillophilia prohibits the Employee from participating in or planning to participate in a competitive business while employed by the Thrillophilia. During the employment term, the Employee shall not, in



any fashion, participate or engage in any activity or other business competitive with the Thrillophilia's business. In addition, the Employee, while employed, shall not take any action without the Thrillophilia's prior written consent to establish, form, or become employed by a competing business on termination of employment by the Thrillophilia. The Employee's failure to comply with the provisions of the preceding sentence shall give the Thrillophilia the right to terminate any benefits or compensation that the Employee may be otherwise entitled to following termination of this Agreement.

### 3. Term of Employment

You shall be employed for the first three months on a probation basis, and based on his/her performance further action will be taken. After serving for three months, this Agreement is extended by mutual written consent of the parties. During the Probation period, due to non-performance, the company can terminate your employment by giving a two-week notice period.

### 4. Place of Employment

During the employment term, the base location of an Employee to perform the services would be **Jaipur**. The Employee acknowledges that the Thrillophilia may from time to time require the Employee to travel temporarily to other locations on the Thrillophilia's business.

### 5. Salary

The basic salary payable to the Employee shall be increased annually by employee performance and company performance. Once the employee puts in his resignation letter, then during the notice period, salary will not be paid and will be cleared during settlement. During the probation period, salaries will be paid on the 15<sup>th</sup> of the next month. Once an employee gets confirmed after successful completion of his notice period, salary for a month is paid by the 5<sup>th</sup> of the next month.

### 6. Incentives

Employees will receive their Incentives on the basis of performance.

### 7. Leaves

You are entitled to 22 leaves (14 Paid Leaves + 8 Sick Leaves) in a year. In addition to these leaves, there will also be yearly holidays for all employees. However, during the Internship period, the employee cannot take any leave. Exceptional leaves can be granted based on manager discretion.

### 8. Expenses

Thrillophilia shall reimburse the Employee for reasonable expenses incurred in connection with the Employee's performance of his / her duties including travel expenses, food, and lodging while away from his base work location, pursuant to the Thrillophilia's reimbursement policies.

## 9. Employee's Right of Ownership

All inventions conceived or developed by the Employee during the term of this Agreement shall remain the property of Thrillophilia, provided, however, that as to all such inventions with the respect that the equipment, supplies, facilities, or trade secret information of the Thrillophilia was used, or that relate to the business of the Thrillophilia or to the Thrillophilia's actual or demonstrably anticipated research and development, or that result from any work performed by the Employee for the Thrillophilia shall remain the property of the Thrillophilia.

## 10. Employee Termination/Resignation

The employee will have to serve the company Thrillophilia for a period of one year to the minimum. If the employee wishes to terminate/resign before the completion of one year of his or her service with Thrillophilia, the employee will have to pay out an amount equal to his or her one-month compensation at Thrillophilia. In case a disassociation happens between the employee and the company within 30 days of the joining date, the company will not be liable to pay compensation for the days served.

The Employee will have to give Thrillophilia a two-month prior written notice of resignation whenever he chooses to resign. The Employee may retire after age 60 and upon proper notice.

11.1 Termination on Retirement. This Agreement shall be terminated by the Employee's voluntary retirement, that retirement shall be effective on the last day of any fiscal year, provided that the effective date of retirement occurs after the Employee's 60th birthday, and that the Employee gives the Thrillophilia six months' prior written notice.

11.2 The employment Agreement will automatically terminate if the Employee becomes permanently disabled.

11.3 Termination upon Death. If the employee dies during the period of employment this Agreement shall then be terminated. The employment Agreement may terminate upon proper notice after a merger or sale of assets by the Thrillophilia.

11.4 Termination or Assignment on Merger. In the event of a merger where the Thrillophilia is not the surviving entity, or of a sale of all or substantially all of the Thrillophilia's assets, the Thrillophilia may, at its sole option (1) assign this Agreement and all rights and obligations under it to any business entity that succeeds to all or substantially all of the Thrillophilia's business through that merger or sale of assets, or (2) on at least 30 days prior written notice to the Employee, terminate this Agreement effective on the date of the merger or sale of assets.

## 12. Non-Disclosure after Termination

After termination of employment, the Employee will still be prohibited for a period of five years from disclosing Thrillophilia's trade secrets and any confidential information. Because of his / her employment by the Thrillophilia, the Employee will have access to trade secrets and confidential information about the Thrillophilia, its products, its customers, and its methods of doing business. In consideration of his / her access to this information, the Employee agrees that for a period of five years after termination of his / her employment, he/she will not disclose such trade secrets or confidential information.

## 13. Entire Agreement

This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties. No amendments to this Agreement may be made except by a writing signed by both parties. By signing this agreement you ensure that you have read all the policies and agree to them.

## 14. Notices

Any notice to the Thrillophilia required or permitted under this Agreement shall be given in writing to the Thrillophilia, either by personal service or by registered or certified mail, postage prepaid, addressed to Abhishek Daga (Founder of Thrillophilia) at its then principal place of business. Any such notice to the Employee shall be given in a like manner and, if mailed, shall be addressed to the Employee at his / her home address then shown in the Thrillophilia's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given

(1) on the date of service, if served personally on the party to whom notice is to be given, or

(2) on the second business day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this section.

## 15. General Provisions

15.1 Governing Law & Jurisdiction. This agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the state of Rajasthan under Rajasthan state government Judiciary without reference to conflict of law principles. In the event of a lawsuit or any legal proceeding involving this Agreement, the Employee will have to pay the Thrillophilia costs and expenses, including reasonable attorney fees.

15.2 Costs of Litigation. In the event any action is brought to enforce this Agreement, the Employee shall be entitled to recover its costs of enforcement including, without limitation, attorneys' fees and court costs.

#### 16. Force Majeure.

In the event that Employee is unable to perform any of its obligations under this Agreement because of any Act of God, strike, fire, flood, governmental acts, orders or restrictions, Internet system unavailability, system malfunctions, or any other reason where failure to perform is beyond the reasonable control and not caused by the negligence of the Employee (a "Force Majeure Event") if Thrillophilia has been so affected shall give notice immediately to Employee and Employee shall use its reasonable best efforts to resume performance. However, if the period of non-performance exceeds 30 days from receipt of notice of the Force Majeure Event, the Employee may be terminated and his assets like pending salary, sales incentive, bonus, etc can be forfeit, by giving written notice.

#### 17. Confidentiality

Even after the termination of the Agreement, the Employee may still have certain responsibilities such as keeping information confidential for five years and he cannot share any business secrets of Thrillophilia. Any information related to compensation need not be disclosed or discussed with any colleague.

#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.


Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**Shashank S**

Date: 05/03/2022

A handwritten signature in green ink, appearing to read "Shashank S", is written over a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.

## Thrillophilia Offer Letter & Employment Agreement

### Congratulations Pavan Kumar S

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to Pavan Kumar S**. The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

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and

**Pavan Kumar S**

Signature -

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## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

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\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

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(1) on the date of service, if served personally on the party to whom notice is to be given, or

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#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.


Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**Pavan Kumar S**

Date: 05/03/2022

A handwritten signature in green ink, appearing to read "Pavan", is written over a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.



**Name:** Kommineni Sujith Chowdary

**Address:** Lic Colony, 54-19-36/1, Vijayawada,  
Andhra Pradesh - 520008, India

Dear Kommineni Sujith Chowdary,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.





**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**

SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

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**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.





**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date



## Thrillophilia Offer Letter & Employment Agreement

### Congratulations M B Siddalinga Swamy

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to M B Siddalinga Swamy** The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

A handwritten signature in black ink that reads "Rituja Khunteta".

and

**M B Siddalinga Swamy**

Signature -



## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

Variable component per annum: INR 60,000

\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

## Confidentiality & Authorization to Work

As a condition of full-time employment, you will be requested to sign this document, which is also a Confidentiality Agreement. Anytime you breach or pass any kind of confidential information to friends, family or any other company could lead to immediate termination.

You should also note that you will be required

- Submit proof of citizenship
- 10-12 mark sheets
- 2 photographs
- Last degree mark sheets
- Permanent residency in India or authorization to work in India within three business days of your date of hire.

## Terms and Conditions

### 1. At-Will Employment

If you choose to accept this offer, please understand your employment is “at-will,” voluntarily entered into, and is for at least one year period. Failing to serve for less than one year Thrillophilia has full rights to forfeit your bonus, performance incentives, variable component, and salary deductions over the last months of your service. You are free to resign at any time, for any reason, or for no reason. But you need to serve a notice period of two months, even if left during the probation period. Also, Thrillophilia is free to conclude its at-will employment relationship with you at any time, with or without cause.

### 2. Non-Competition During Employment

The Thrillophilia prohibits the Employee from participating in or planning to participate in a competitive business while employed by the Thrillophilia. During the employment term, the Employee shall not, in

any fashion, participate or engage in any activity or other business competitive with the Thrillophilia's business. In addition, the Employee, while employed, shall not take any action without the Thrillophilia's prior written consent to establish, form, or become employed by a competing business on termination of employment by the Thrillophilia. The Employee's failure to comply with the provisions of the preceding sentence shall give the Thrillophilia the right to terminate any benefits or compensation that the Employee may be otherwise entitled to following termination of this Agreement.

### 3. Term of Employment

You shall be employed for the first three months on a probation basis, and based on his/her performance further action will be taken. After serving for three months, this Agreement is extended by mutual written consent of the parties. During the Probation period, due to non-performance, the company can terminate your employment by giving a two-week notice period.

### 4. Place of Employment

During the employment term, the base location of an Employee to perform the services would be **Jaipur**. The Employee acknowledges that the Thrillophilia may from time to time require the Employee to travel temporarily to other locations on the Thrillophilia's business.

### 5. Salary

The basic salary payable to the Employee shall be increased annually by employee performance and company performance. Once the employee puts in his resignation letter, then during the notice period, salary will not be paid and will be cleared during settlement. During the probation period, salaries will be paid on the 15<sup>th</sup> of the next month. Once an employee gets confirmed after successful completion of his notice period, salary for a month is paid by the 5<sup>th</sup> of the next month.

### 6. Incentives

Employees will receive their Incentives on the basis of performance.

### 7. Leaves

You are entitled to 22 leaves (14 Paid Leaves + 8 Sick Leaves) in a year. In addition to these leaves, there will also be yearly holidays for all employees. However, during the Internship period, the employee cannot take any leave. Exceptional leaves can be granted based on manager discretion.

### 8. Expenses

Thrillophilia shall reimburse the Employee for reasonable expenses incurred in connection with the Employee's performance of his / her duties including travel expenses, food, and lodging while away from his base work location, pursuant to the Thrillophilia's reimbursement policies.

## 9. Employee's Right of Ownership

All inventions conceived or developed by the Employee during the term of this Agreement shall remain the property of Thrillophilia, provided, however, that as to all such inventions with the respect that the equipment, supplies, facilities, or trade secret information of the Thrillophilia was used, or that relate to the business of the Thrillophilia or to the Thrillophilia's actual or demonstrably anticipated research and development, or that result from any work performed by the Employee for the Thrillophilia shall remain the property of the Thrillophilia.

## 10. Employee Termination/Resignation

The employee will have to serve the company Thrillophilia for a period of one year to the minimum. If the employee wishes to terminate/resign before the completion of one year of his or her service with Thrillophilia, the employee will have to pay out an amount equal to his or her one-month compensation at Thrillophilia. In case a disassociation happens between the employee and the company within 30 days of the joining date, the company will not be liable to pay compensation for the days served.

The Employee will have to give Thrillophilia a two-month prior written notice of resignation whenever he chooses to resign. The Employee may retire after age 60 and upon proper notice.

11.1 Termination on Retirement. This Agreement shall be terminated by the Employee's voluntary retirement, that retirement shall be effective on the last day of any fiscal year, provided that the effective date of retirement occurs after the Employee's 60th birthday, and that the Employee gives the Thrillophilia six months' prior written notice.

11.2 The employment Agreement will automatically terminate if the Employee becomes permanently disabled.

11.3 Termination upon Death. If the employee dies during the period of employment this Agreement shall then be terminated. The employment Agreement may terminate upon proper notice after a merger or sale of assets by the Thrillophilia.

11.4 Termination or Assignment on Merger. In the event of a merger where the Thrillophilia is not the surviving entity, or of a sale of all or substantially all of the Thrillophilia's assets, the Thrillophilia may, at its sole option (1) assign this Agreement and all rights and obligations under it to any business entity that succeeds to all or substantially all of the Thrillophilia's business through that merger or sale of assets, or (2) on at least 30 days prior written notice to the Employee, terminate this Agreement effective on the date of the merger or sale of assets.

## 12. Non-Disclosure after Termination

After termination of employment, the Employee will still be prohibited for a period of five years from disclosing Thrillophilia's trade secrets and any confidential information. Because of his / her employment by the Thrillophilia, the Employee will have access to trade secrets and confidential information about the Thrillophilia, its products, its customers, and its methods of doing business. In consideration of his / her access to this information, the Employee agrees that for a period of five years after termination of his / her employment, he/she will not disclose such trade secrets or confidential information.

## 13. Entire Agreement

This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties. No amendments to this Agreement may be made except by a writing signed by both parties. By signing this agreement you ensure that you have read all the policies and agree to them.

## 14. Notices

Any notice to the Thrillophilia required or permitted under this Agreement shall be given in writing to the Thrillophilia, either by personal service or by registered or certified mail, postage prepaid, addressed to Abhishek Daga (Founder of Thrillophilia) at its then principal place of business. Any such notice to the Employee shall be given in a like manner and, if mailed, shall be addressed to the Employee at his / her home address then shown in the Thrillophilia's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given

(1) on the date of service, if served personally on the party to whom notice is to be given, or

(2) on the second business day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this section.

## 15. General Provisions

15.1 Governing Law & Jurisdiction. This agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the state of Rajasthan under Rajasthan state government Judiciary without reference to conflict of law principles. In the event of a lawsuit or any legal proceeding involving this Agreement, the Employee will have to pay the Thrillophilia costs and expenses, including reasonable attorney fees.

15.2 Costs of Litigation. In the event any action is brought to enforce this Agreement, the Employee shall be entitled to recover its costs of enforcement including, without limitation, attorneys' fees and court costs.

#### 16. Force Majeure.

In the event that Employee is unable to perform any of its obligations under this Agreement because of any Act of God, strike, fire, flood, governmental acts, orders or restrictions, Internet system unavailability, system malfunctions, or any other reason where failure to perform is beyond the reasonable control and not caused by the negligence of the Employee (a "Force Majeure Event") if Thrillophilia has been so affected shall give notice immediately to Employee and Employee shall use its reasonable best efforts to resume performance. However, if the period of non-performance exceeds 30 days from receipt of notice of the Force Majeure Event, the Employee may be terminated and his assets like pending salary, sales incentive, bonus, etc can be forfeit, by giving written notice.

#### 17. Confidentiality

Even after the termination of the Agreement, the Employee may still have certain responsibilities such as keeping information confidential for five years and he cannot share any business secrets of Thrillophilia. Any information related to compensation need not be disclosed or discussed with any colleague.

#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.

Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**M B Siddalinga Swamy**

Date: 05/03/2022

A green handwritten signature is written over a blue circular official seal. The seal contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.



**Name:** Avuladoddi Pavan Kumar

**Address:** Bandakindapalli Madanapalle,  
Andhra Pradesh, 517325, India

Dear Avuladoddi Pavan Kumar,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor, Vaswani Presidio, Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

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**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

---

Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

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www.joulestowatts.com  
CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.



**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date





## Thrillophilia Offer Letter & Employment Agreement

### **Congratulations Aman Roy**

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to Aman Roy**. The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

A handwritten signature in black ink that reads "Rituja Khunteta".

and

**Aman Roy**

Signature -



## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

Variable component per annum: INR 60,000

\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

## Confidentiality & Authorization to Work

As a condition of full-time employment, you will be requested to sign this document, which is also a Confidentiality Agreement. Anytime you breach or pass any kind of confidential information to friends, family or any other company could lead to immediate termination.

You should also note that you will be required

- Submit proof of citizenship
- 10-12 mark sheets
- 2 photographs
- Last degree mark sheets
- Permanent residency in India or authorization to work in India within three business days of your date of hire.

## Terms and Conditions

### 1. At-Will Employment

If you choose to accept this offer, please understand your employment is “at-will,” voluntarily entered into, and is for at least one year period. Failing to serve for less than one year Thrillophilia has full rights to forfeit your bonus, performance incentives, variable component, and salary deductions over the last months of your service. You are free to resign at any time, for any reason, or for no reason. But you need to serve a notice period of two months, even if left during the probation period. Also, Thrillophilia is free to conclude its at-will employment relationship with you at any time, with or without cause.

### 2. Non-Competition During Employment

The Thrillophilia prohibits the Employee from participating in or planning to participate in a competitive business while employed by the Thrillophilia. During the employment term, the Employee shall not, in

  
REGISTRAR  
  
Registrar  
BANGALORE

any fashion, participate or engage in any activity or other business competitive with the Thrillophilia's business. In addition, the Employee, while employed, shall not take any action without the Thrillophilia's prior written consent to establish, form, or become employed by a competing business on termination of employment by the Thrillophilia. The Employee's failure to comply with the provisions of the preceding sentence shall give the Thrillophilia the right to terminate any benefits or compensation that the Employee may be otherwise entitled to following termination of this Agreement.

### 3. Term of Employment

You shall be employed for the first three months on a probation basis, and based on his/her performance further action will be taken. After serving for three months, this Agreement is extended by mutual written consent of the parties. During the Probation period, due to non-performance, the company can terminate your employment by giving a two-week notice period.

### 4. Place of Employment

During the employment term, the base location of an Employee to perform the services would be **Jaipur**. The Employee acknowledges that the Thrillophilia may from time to time require the Employee to travel temporarily to other locations on the Thrillophilia's business.

### 5. Salary

The basic salary payable to the Employee shall be increased annually by employee performance and company performance. Once the employee puts in his resignation letter, then during the notice period, salary will not be paid and will be cleared during settlement. During the probation period, salaries will be paid on the 15<sup>th</sup> of the next month. Once an employee gets confirmed after successful completion of his notice period, salary for a month is paid by the 5<sup>th</sup> of the next month.

### 6. Incentives

Employees will receive their Incentives on the basis of performance.

### 7. Leaves

You are entitled to 22 leaves (14 Paid Leaves + 8 Sick Leaves) in a year. In addition to these leaves, there will also be yearly holidays for all employees. However, during the Internship period, the employee cannot take any leave. Exceptional leaves can be granted based on manager discretion.

### 8. Expenses

Thrillophilia shall reimburse the Employee for reasonable expenses incurred in connection with the Employee's performance of his / her duties including travel expenses, food, and lodging while away from his base work location, pursuant to the Thrillophilia's reimbursement policies.

## 9. Employee's Right of Ownership

All inventions conceived or developed by the Employee during the term of this Agreement shall remain the property of Thrillophilia, provided, however, that as to all such inventions with the respect that the equipment, supplies, facilities, or trade secret information of the Thrillophilia was used, or that relate to the business of the Thrillophilia or to the Thrillophilia's actual or demonstrably anticipated research and development, or that result from any work performed by the Employee for the Thrillophilia shall remain the property of the Thrillophilia.

## 10. Employee Termination/Resignation

The employee will have to serve the company Thrillophilia for a period of one year to the minimum. If the employee wishes to terminate/resign before the completion of one year of his or her service with Thrillophilia, the employee will have to pay out an amount equal to his or her one-month compensation at Thrillophilia. In case a disassociation happens between the employee and the company within 30 days of the joining date, the company will not be liable to pay compensation for the days served.

The Employee will have to give Thrillophilia a two-month prior written notice of resignation whenever he chooses to resign. The Employee may retire after age 60 and upon proper notice.

11.1 Termination on Retirement. This Agreement shall be terminated by the Employee's voluntary retirement, that retirement shall be effective on the last day of any fiscal year, provided that the effective date of retirement occurs after the Employee's 60th birthday, and that the Employee gives the Thrillophilia six months' prior written notice.

11.2 The employment Agreement will automatically terminate if the Employee becomes permanently disabled.

11.3 Termination upon Death. If the employee dies during the period of employment this Agreement shall then be terminated. The employment Agreement may terminate upon proper notice after a merger or sale of assets by the Thrillophilia.

11.4 Termination or Assignment on Merger. In the event of a merger where the Thrillophilia is not the surviving entity, or of a sale of all or substantially all of the Thrillophilia's assets, the Thrillophilia may, at its sole option (1) assign this Agreement and all rights and obligations under it to any business entity that succeeds to all or substantially all of the Thrillophilia's business through that merger or sale of assets, or (2) on at least 30 days prior written notice to the Employee, terminate this Agreement effective on the date of the merger or sale of assets.

## 12. Non-Disclosure after Termination

After termination of employment, the Employee will still be prohibited for a period of five years from disclosing Thrillophilia's trade secrets and any confidential information. Because of his / her employment by the Thrillophilia, the Employee will have access to trade secrets and confidential information about the Thrillophilia, its products, its customers, and its methods of doing business. In consideration of his / her access to this information, the Employee agrees that for a period of five years after termination of his / her employment, he/she will not disclose such trade secrets or confidential information.

## 13. Entire Agreement

This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties. No amendments to this Agreement may be made except by a writing signed by both parties. By signing this agreement you ensure that you have read all the policies and agree to them.

## 14. Notices

Any notice to the Thrillophilia required or permitted under this Agreement shall be given in writing to the Thrillophilia, either by personal service or by registered or certified mail, postage prepaid, addressed to Abhishek Daga (Founder of Thrillophilia) at its then principal place of business. Any such notice to the Employee shall be given in a like manner and, if mailed, shall be addressed to the Employee at his / her home address then shown in the Thrillophilia's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given

(1) on the date of service, if served personally on the party to whom notice is to be given, or

(2) on the second business day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this section.

## 15. General Provisions

15.1 Governing Law & Jurisdiction. This agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the state of Rajasthan under Rajasthan state government Judiciary without reference to conflict of law principles. In the event of a lawsuit or any legal proceeding involving this Agreement, the Employee will have to pay the Thrillophilia costs and expenses, including reasonable attorney fees.

15.2 Costs of Litigation. In the event any action is brought to enforce this Agreement, the Employee shall be entitled to recover its costs of enforcement including, without limitation, attorneys' fees and court costs.

#### 16. Force Majeure.

In the event that Employee is unable to perform any of its obligations under this Agreement because of any Act of God, strike, fire, flood, governmental acts, orders or restrictions, Internet system unavailability, system malfunctions, or any other reason where failure to perform is beyond the reasonable control and not caused by the negligence of the Employee (a "Force Majeure Event") if Thrillophilia has been so affected shall give notice immediately to Employee and Employee shall use its reasonable best efforts to resume performance. However, if the period of non-performance exceeds 30 days from receipt of notice of the Force Majeure Event, the Employee may be terminated and his assets like pending salary, sales incentive, bonus, etc can be forfeit, by giving written notice.

#### 17. Confidentiality

Even after the termination of the Agreement, the Employee may still have certain responsibilities such as keeping information confidential for five years and he cannot share any business secrets of Thrillophilia. Any information related to compensation need not be disclosed or discussed with any colleague.

#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.

Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**Aman Roy**

Date: 05/03/2022

A green handwritten signature is written over a blue circular official seal. The seal contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.





**Name:** Sachin H B

**Address:** #1152 1St Cross S.H Layout Amc Main Road  
Kavalbysandra Rt Nagar PostBangalore Urban,  
Karnataka - 560032, India

Dear Sachin H B,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Wednesday 20 April 2022**

On the first day of the employment, please report to:

**Company Address:** JoulestoWatts Business Solutions Pvt Ltd,  
6th Floor,Vaswani Presidio,Panathur Main Road,  
India

**Reporting Time : 9:00 AM**

You will be paid a gross annual salary of **Rs. 3,00,000/- (Three Lakhs only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

**JoulestoWatts Business Solutions Pvt. Ltd**

3rd floor, Vaswani Presidio  
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.

HR Signature

\_\_\_\_\_  
Candidate Signature

**JoulestoWatts Business Solutions Private Limited**

3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103

[www.joulestowatts.com](http://www.joulestowatts.com)

CIN : U74900KA2014PTC076748



## EMPLOYMENT AGREEMENT

### COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 3,00,000/-** and its composition will be as follows:

	Head	Annual	Monthly
A	<b>CTC</b>	3,00,000.00	25,000.00
	<b>Basic Salary</b>	1,50,000.00	12,500.00
	<b>House Rent Allowance (HRA)</b>	60,000.00	5,000.00
	<b>Stat Bonus</b>	12,495.00	1,041.25
	<b>Conveyance</b>	9,205.00	767.08
	<b>Medical</b>	15,000.00	1,250.00
	<b>Telephone</b>	12,000.00	1,000.00
	<b>Leave Travel Allowance (LTA)</b>	12,500.00	1,041.67
	<b>Total Gross</b>	2,71,200.00	22,600.00
B	<b>Deductions</b>		
	<b>PF Employer Contribution</b>	21,600.00	1,800.00
	<b>PF Employee Contribution</b>	21,600.00	1,800.00
	<b>Gratuity</b>	7,200.00	600.00
A-B =	<b>Net Take Home (Varies depending on Taxes)</b>	2,47,200.00	20,600.00

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.



**TIME SHEETS:**

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

**Joules to Watts Business Solutions Pvt. Ltd**  
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital  
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

**STATUTORY BENEFITS:**

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

**BACKGROUND CHECK:**

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

**MEDICAL CHECK:**

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

**NO-SHOW:**

Failure to report at the specified office on the **Wednesday 20 April 2022** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

**JOB ROLES & RESPONSIBILITIES:**

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

**REVIEW PERIOD:**

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

**Joules to Watts Business Solutions Private Limited**  
3rd Floor, Vaswani Presidio, Panathur Main Road,  
Off Outer Ring Road, Bangalore, Karnataka- 560103  
www.joulestowatts.com  
CIN : U74900KA2014PTC076748





**ASSIGNMENT:**

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

**LEAVE:**

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

**HOLIDAYS:**

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

**DOCUMENTATION:**

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

**INDEMNITY:**

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

**UN-AUTHORIZED ABSENCE:**

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

**CONFIDENTIALITY & NON DISCLOSURE:**

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

**NON COMPETE & NON SOLICITATION:**

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

**WAIVER:**

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

**JURISDICTION:**

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

**LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**TERMINATION BY THE COMPANY:**

The company may terminate your services with or without cause under the following conditions:

**With Cause:** The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

**Without Cause:** (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.



**TERMINATION BY EMPLOYEE:**

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

**MORAL CONDUCT:**

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

**ALTERNATIVE EMPLOYMENT:**

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

**COMPANY PROPERTIES IN YOUR POSSESSION:**

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

**CHANGE OF ADDRESS:**

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless otherwise intimated in writing by you. Communications addressed to you at the above address shall be deemed to have been duly served.

**CODE OF CONDUCT:**

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

**PLACE OF EMPLOYMENT AND TRANSFER:**

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.





**PROBATION:**

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

**DECLARATION:**

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

<hr/>	April 19, 2022 -----
Signature	Date



**Name : Faisal Ahmed Farooq**  
**Place : Bangalore**

**Date: 18<sup>th</sup> November 2021**

**Dear Faisal,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**  
**Total cost to the company : INR 3 95 000 / Annum**  
**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

<b>COMPONENTS</b>	<b>ANNUAL</b>	<b>MONTHLY</b>
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

Name : L Bharath  
Place : Bangalore

Date: 18<sup>th</sup> November 2021

Dear Bharath,

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation** : Software Engineer  
**Total cost to the company** : INR 3 95 000 / Annum  
**Date of Joining** : 01<sup>st</sup> June 2022

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

For NVIERA TECHNOLOGIES PRIVATE LIMITED,



Pranitha Vasu  
HR Manager

ACKNOWLEDGED & AGREED: \_\_\_\_\_ (insert full legal name & signature)

Date:



**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**Name : Gulshan Kumar**

**Date: 18<sup>th</sup> November 2021**

**Place : Bangalore**

**Dear Kumar,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**

**Total cost to the company : INR 3 95 000 / Annum**

**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**Name : Anubhav Tewari**

**Date: 18<sup>th</sup> November 2021**

**Place : Bangalore**

**Dear Anubhav,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**

**Total cost to the company : INR 3 95 000 / Annum**

**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

<b>COMPONENTS</b>	<b>ANNUAL</b>	<b>MONTHLY</b>
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
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<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



Name : AnjaliM  
Place : Bangalore

Date: 18<sup>th</sup> November 2021

Dear Anjali,

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation** : Software Engineer  
**Total cost to the company** : INR 3 95 000 / Annum  
**Date of Joining** : 01<sup>st</sup> June 2022

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

For NVIERA TECHNOLOGIES PRIVATE LIMITED,



Pranitha Vasu  
HR Manager

ACKNOWLEDGED & AGREED: \_\_\_\_\_ (insert full legal name & signature)

Date:



**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to change + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**Name : Aditya Kumar Pandey**  
**Place : Bangalore**

**Date: 18<sup>th</sup> November 2021**

**Dear Aditya,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**  
**Total cost to the company : INR 3 95 000 / Annum**  
**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

Name : C Tarun Kumar

Date: 18<sup>th</sup> November 2021

Place : Bangalore

Dear Tarun,

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation** : Software Engineer

**Total cost to the company** : INR 3 95 000 / Annum

**Date of Joining** : 01<sup>st</sup> June 2022

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

For NVIERA TECHNOLOGIES PRIVATE LIMITED,



Pranitha Vasu  
HR Manager

ACKNOWLEDGED & AGREED: \_\_\_\_\_ (insert full legal name & signature)

Date:

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



Name : Harshitha N

Date: 18<sup>th</sup> November 2021

Place : Bangalore

Dear Harshitha,

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation** : Software Engineer

**Total cost to the company** : INR 3 95 000 / Annum

**Date of Joining** : 01<sup>st</sup> June 2022

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

For NVIERA TECHNOLOGIES PRIVATE LIMITED,



Pranitha Vasu  
HR Manager

ACKNOWLEDGED & AGREED: \_\_\_\_\_ (insert full legal name & signature)

Date:



**ANNEXURE 1**

**TOTAL BENEFITS AND REWARDS STATEMENT**

<b>COMPONENTS</b>	<b>ANNUAL</b>	<b>MONTHLY</b>
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

Name : Abhijeet Ranjan

Date: 18<sup>th</sup> November 2021

Place : Bangalore

Dear Abhijeet,

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation** : Software Engineer

**Total cost to the company** : INR 3 95 000 / Annum

**Date of Joining** : 01<sup>st</sup> June 2022

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

For NVIERA TECHNOLOGIES PRIVATE LIMITED,



Pranitha Vasu  
HR Manager

ACKNOWLEDGED & AGREED: \_\_\_\_\_ (insert full legal name & signature)

Date:

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

Name : G Prabhanjan Reddy

Date: 18<sup>th</sup> November 2021

Place : Bangalore

Dear Prabhanjan,

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation** : Software Engineer

**Total cost to the company** : INR 3 95 000 / Annum

**Date of Joining** : 01<sup>st</sup> June 2022

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

For NVIERA TECHNOLOGIES PRIVATE LIMITED,



Pranitha Vasu  
HR Manager

ACKNOWLEDGED & AGREED: \_\_\_\_\_ (insert full legal name & signature)

Date:

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

<b>COMPONENTS</b>	<b>ANNUAL</b>	<b>MONTHLY</b>
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



Name : Marella Sai Pavan Kumar

Date: 18<sup>th</sup> November 2021

Place : Bangalore

Dear Pavan,

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation** : Software Engineer

**Total cost to the company** : INR 3 95 000 / Annum

**Date of Joining** : 01<sup>st</sup> June 2022

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

For NVIERA TECHNOLOGIES PRIVATE LIMITED,



Pranitha Vasu  
HR Manager

ACKNOWLEDGED & AGREED: \_\_\_\_\_ (insert full legal name & signature)

Date:



**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**Name : Namratha H D**

**Date: 18<sup>th</sup> November 2021**

**Place : Bangalore**

**Dear Namratha,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**

**Total cost to the company : INR 3 95 000 / Annum**

**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED: \_\_\_\_\_ (insert full legal name & signature)**

**Date:**

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

<b>COMPONENTS</b>	<b>ANNUAL</b>	<b>MONTHLY</b>
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**Name : Ankit Kumar**

**Date: 18<sup>th</sup> November 2021**

**Place : Bangalore**

**Dear Ankit,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**

**Total cost to the company : INR 3 95 000 / Annum**

**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conducted before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com).

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ (insert full legal name & signature)

**Date:**

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
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<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**Name : Kummetha Geethika Reddy**

**Date: 18<sup>th</sup> November 2021**

**Place : Bangalore**

**Dear Geethika,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**

**Total cost to the company : INR 3 95 000 / Annum**

**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conducted before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com).

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

<b>COMPONENTS</b>	<b>ANNUAL</b>	<b>MONTHLY</b>
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to change + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**Name : Chilukala Teja Vamshidhar Reddy**  
**Place : Bangalore**

**Date: 18<sup>th</sup> November 2021**

**Dear Teja,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**  
**Total cost to the company : INR 3 95 000 / Annum**  
**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**Name : Pavan Kumar B**

**Date: 18<sup>th</sup> November 2021**

**Place : Bangalore**

**Dear Pavan,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**

**Total cost to the company : INR 3 95 000 / Annum**

**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conducted before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com).

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**Name : Batchu Chaitanya Krishna**  
**Place : Bangalore**

**Date: 18<sup>th</sup> November 2021**

**Dear Chaitanya,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**  
**Total cost to the company : INR 3 95 000 / Annum**  
**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conducted before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com).

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**Name : Kishore B**  
**Place : Bangalore**

**Date: 18<sup>th</sup> November 2021**

**Dear Kishore,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**  
**Total cost to the company : INR 3 95 000 / Annum**  
**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

Name : Kesaani Likhitha

Date: 18<sup>th</sup> November 2021

Place : Bangalore

Dear Likhitha,

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation** : Software Engineer

**Total cost to the company** : INR 3 95 000 / Annum

**Date of Joining** : 01<sup>st</sup> June 2022

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

For NVIERA TECHNOLOGIES PRIVATE LIMITED,



Pranitha Vasu  
HR Manager

ACKNOWLEDGED & AGREED: \_\_\_\_\_ (insert full legal name & signature)

Date:

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**Name : Ramesh L**  
**Place : Bangalore**

**Date: 18<sup>th</sup> November 2021**

**Dear Ramesh,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**  
**Total cost to the company : INR 3 95 000 / Annum**  
**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

<b>COMPONENTS</b>	<b>ANNUAL</b>	<b>MONTHLY</b>
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

Name : Kundan P M

Date: 18<sup>th</sup> November 2021

Place : Bangalore

Dear Kundan,

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation** : Software Engineer

**Total cost to the company** : INR 3 95 000 / Annum

**Date of Joining** : 01<sup>st</sup> June 2022

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conducted before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com).

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

For NVIERA TECHNOLOGIES PRIVATE LIMITED,



Pranitha Vasu  
HR Manager

ACKNOWLEDGED & AGREED: \_\_\_\_\_ (insert full legal name & signature)

Date:

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

<b>COMPONENTS</b>	<b>ANNUAL</b>	<b>MONTHLY</b>
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**Name : Mohammed Abdul Wahab Ahmed**

**Date: 18<sup>th</sup> November 2021**

**Place : Bangalore**

**Dear Ahmed,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**

**Total cost to the company : INR 3 95 000 / Annum**

**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conducted before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com).

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED: \_\_\_\_\_ (insert full legal name & signature)**

**Date:**

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**Name : Gurrampati Jagadeeswar Reddy**  
**Place : Bangalore**

**Date: 18<sup>th</sup> November 2021**

**Dear Jagadeesh,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**  
**Total cost to the company : INR 3 95 000 / Annum**  
**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
<b>FIXED COMPONENT</b>		
Basic (50% of CTC)	175000	14583
<b>FLEXIBLE COMPONENT (TAXABLE ALLOWANCE)</b>		
House Rent Allowance (25% of CTC)	87500	7292
Variable Allowance (10% of CTC)	35000	2917
Special Allowance ( 15% of CTC)	52500	4375
<b>Gross Pay (A)</b>	<b>350000</b>	<b>29167</b>
<b>DEDUCTIONS</b>		
Employee Provident Fund (@1800)	21600	1800
Employee ESI (0.75% of gross if gross sal < 21,000)	0	0
Professional Tax	2400	200
Income Tax (applicable to charge + cess)	4800	400
<b>Total Deductions</b>	<b>28800</b>	<b>2400</b>
<b>NET PAYABLE SALARY</b>	<b>321200</b>	<b>26767</b>
<b>BENEFITS DEDUCTED AT SOURCE</b>		
Employer Provident Fund (@1950)	23400	1950
Medical Insurance	21600	1800
Employer ESI (3.25% of gross if gross sal < 21,000)	0	0
<b>Total Benefits (B)</b>	<b>45000</b>	<b>3750</b>
<b>TOTAL COMPENSATION ( A+B)</b>	<b>395000</b>	<b>32917</b>

**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
- ☒ **Provident Fund & Gratuity** – Provident Fund (at present 1800 as the employee's contribution and at 1950 as the employer's contribution) are part of the benefits.
- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
- ☒ **Confidentiality:** Compensation and salary structuring is confidential and it is not encouraged to be discussed with colleagues. For any queries, please contact your HR.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
3. You shall respect the data privacy of the organization and will not disclose any company related data to anyone outside the organization during your service or after your service with the organization. Any discrepancy on the same may lead to strict legal action.
4. You hereby declare that you have not and will not disclose or misuse any confidential information obtained from this organization with anyone outside the organization.
5. You will safeguard the property and possession of the organization in good condition and ensure that any possession with you is returned to the company in good condition at the time of cessation of your employment with the company.
6. Your appointment with us is solely based on the educational qualification certificates and experience letters that you have provided to us and mentioned on your application. You warrant that this is true to the best of your knowledge. You also agree that during the course of your tenure, if any of the certification is found to be false, your employment will be terminated immediately without prior notice.
7. You shall keep your direct supervisor informed of your absenteeism from work and will produce medical certificates when deemed necessary. However, if you are absent from work for more than 7 days without any information, you will be considered as ABANDONED from services and will not be eligible to re-join us for at least the next 1 year.
8. You hereby warrant that you are not involved in legal matters to the best of your knowledge and so far have discharged all your duties as a respectable citizen.
9. You agree to abide by the change in the shift timings as required by the company. You will be notified of your shift change well in advance.
10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
11. You shall serve 60 days' notice period (in case of less than a year's service) or 90days notice period (in case of more than a year's service) when you have decided to quit the organization. The same shall be notified to the management before a month's time span.

If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**Name : Konduru Manoj Kumar**

**Date: 18<sup>th</sup> November 2021**

**Place : Bangalore**

**Dear Manoj,**

Further to your application and interview with us, we are pleased to extend you an offer to join NVIERA TECHNOLOGIES PRIVATE LIMITED, Bangalore.

This letter officially confirms the following terms and conditions of your employment:

**Designation : Software Engineer**

**Total cost to the company : INR 3 95 000 / Annum**

**Date of Joining : 01<sup>st</sup> June 2022**

Your total cost to the company will include your gross earnings and deductions. This is structured as per the attached Annexure 1 and in accordance with the company's policies.

Your employment with NVIERA TECHNOLOGIES PRIVATE LIMITED, will be governed as per the terms and conditions on Annexure 2. You are requested to read through this carefully and also understand the same before accepting the offer with us. Your employment is subject to satisfactory completion of verification and thorough background checks that may be conduct before or after your effective start date.

This offer and the terms of this letter is valid for 10 (ten) days from the date of this letter. If we hear no response from you before the expiration of this period, then this offer will be deemed as rejected. Please do not hesitate to contact the HR regarding any queries on [pranitha@nviera.com](mailto:pranitha@nviera.com) .

We look forward to work with you and also take this opportunity to wish you a very successful career ahead.

**For NVIERA TECHNOLOGIES PRIVATE LIMITED,**



**Pranitha Vasu**  
**HR Manager**

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

**ANNEXURE 1**
**TOTAL BENEFITS AND REWARDS STATEMENT**

COMPONENTS	ANNUAL	MONTHLY
<b>CTC</b>	<b>350000</b>	<b>29167</b>
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**Components of Emoluments:**

- ☒ **Fixed and Flexible Pay** – The entitlements for Fixed and Flexible Pay components will be as per your level and will be governed by the guidelines applicable from time to time.
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- ☒ **Medical Insurance for Employees** - Comprehensive medical insurance coverage for you, your spouse, parents and children for a family floater of INR 3 Lakhs

**Other Terms and Conditions:**

- ☒ **Tax:** All requirements under the applicable taxation laws, including filing of income tax returns regarding receipt of remuneration, shall be employee's responsibility. The Total Compensation is inclusive of any incidence of Fringe Benefit Tax, terms of which will be defined by the Company, from time to time. The employee will be solely responsible for any liability arising out of income tax related matters besides being responsible for tax refunds, if any.
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**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**



**ANNEXURE 2**

**GENERAL TERMS & CONDITIONS:**

1. You shall perform your role with cent percent dedication as required from time to time by the organization with efficiency, diligence and in the best interest of the company.
2. Once you have accepted the offer with this organization, you will not be employed with any other company on a temporary /permanent / part time / contract basis.
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10. On grounds of 'Gross Misconduct' & 'Low / No Performance' your employment with the company can be terminated without any prior notice.
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If all the above terms and conditions have been accepted by you, then kindly sign all the sheets of the offer letter and the photo copy of the same along with your name and date. Please return the photocopy along with photocopies of qualification certificates, Relieving letter/ Experience Certificates, Adhaar card, Pan Card and two passport size photographs to the HR for documentation purpose.

**ACKNOWLEDGED & AGREED:** \_\_\_\_\_ *(insert full legal name & signature)*

**Date:**

To,  
**Ummadisetty Naga Durga Chaitanya**  
Subject: Internship Letter

Date: December 14th 2021

Dear Ummadisetty Naga Durga Chaitanya,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

- Number of working days is 6 days in a week.
- Your First Month (30 days) salary will be dispersed along with your 4<sup>th</sup> month salary.
- During this Internship you are eligible to get Rs 200,000/- Rupees as incentive based on your performance.
- During your internship, you are expected to be disciplined and sincere towards your job responsibility.
- Based on your performance, PPO will be released before the completion of your internship at Intellipaat.
- The company reserves the right to pay or recover salary in lieu of the notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on Gross Salary
- You need to serve 30days of notice period without fail, or else the management of Intellipaat can hold your salary/ experience letter / relieving letter after joining.
- Minimum working duration must be 9 hours including one-hour lunch/dinner break.
- After the successful completion of 6 Months Internship period total CTC would be 900,000 INR.

Again, congratulations and we look forward to working with you.

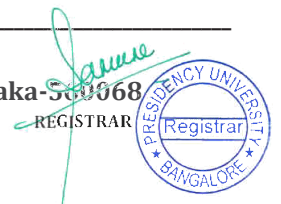
Yours truly,  
For Intellipaat Software Solutions Private Limited



**Dev Bisht**  
Director- Human Resources

Intellipaat Software Solutions Pvt. Ltd.

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Priston Lawrance Lewis**  
Subject: **Internship Letter**

Date: **December 14th 2021**

Dear Priston Lawrance Lewis,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

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Again, congratulations and we look forward to working with you.

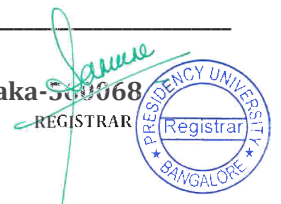
Yours truly,  
For **Intellipaat Software Solutions Private Limited**



**Dev Bisht**  
Director- Human Resources

**Intellipaat Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Mohammed Zain**  
Subject: **Internship Letter**

Date: **December 14th 2021**

Dear Mohammed Zain,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaate Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

- Number of working days is 6 days in a week.
- Your First Month (30 days) salary will be dispersed along with your 4<sup>th</sup> month salary.
- During this Internship you are eligible to get Rs 200,000/- Rupees as incentive based on your performance.
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Again, congratulations and we look forward to working with you.

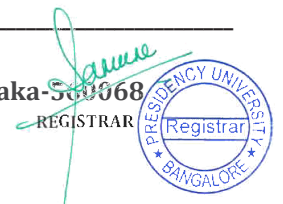
Yours truly,  
For Intellipaate Software Solutions Private Limited



**Dev Bisht**  
Director- Human Resources

**Intellipaate Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Aashish**  
Subject: **Internship Letter**

Date: **December 14th 2021**

Dear Aashish,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

- Number of working days is 6 days in a week.
- Your First Month (30 days) salary will be dispersed along with your 4<sup>th</sup> month salary.
- During this Internship you are eligible to get Rs 200,000/- Rupees as incentive based on your performance.
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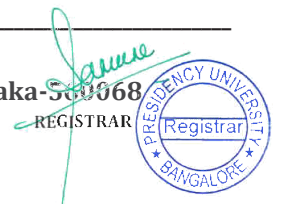
Yours truly,  
For **Intellipaat Software Solutions Private Limited**



**Dev Bisht**  
Director- Human Resources

**Intellipaat Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Athul P Saju**  
Subject: **Internship Letter**

**Date: December 14th 2021**

Dear Athul P Saju,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

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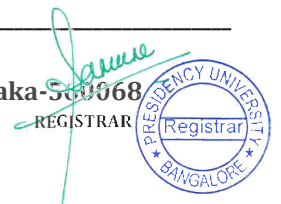
Yours truly,  
**For Intellipaat Software Solutions Private Limited**



**Dev Bisht**  
Director- Human Resources

**Intellipaat Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068





To,  
**Thirunavukarasu V T**  
Subject: **Internship Letter**

Date: **December 14th 2021**

Dear Thirunavukarasu V T,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

- Number of working days is 6 days in a week.
- Your First Month (30 days) salary will be dispersed along with your 4<sup>th</sup> month salary.
- During this Internship you are eligible to get Rs 200,000/- Rupees as incentive based on your performance.
- During your internship, you are expected to be disciplined and sincere towards your job responsibility.
- Based on your performance, PPO will be released before the completion of your internship at Intellipaat.
- The company reserves the right to pay or recover salary in lieu of the notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on Gross Salary
- You need to serve 30days of notice period without fail, or else the management of Intellipaat can hold your salary/ experience letter / relieving letter after joining.
- Minimum working duration must be 9 hours including one-hour lunch/dinner break.
- After the successful completion of 6 Months Internship period total CTC would be 900,000 INR.

Again, congratulations and we look forward to working with you.

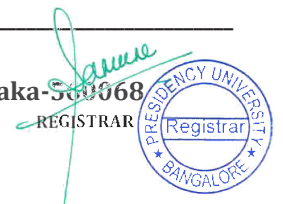
Yours truly,  
For **Intellipaat Software Solutions Private Limited**



**Dev Bisht**  
Director- Human Resources

**Intellipaat Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Shakhamudi Naga Sri Hari**  
Subject: Internship Letter

Date: December 14th 2021

Dear Shakhamudi Naga Sri Hari,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaate Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

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Again, congratulations and we look forward to working with you.

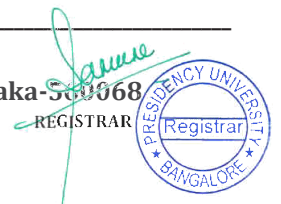
Yours truly,  
For Intellipaate Software Solutions Private Limited



**Dev Bisht**  
Director- Human Resources

Intellipaate Software Solutions Pvt. Ltd.

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Chagani Ranga Reddy**  
Subject: **Internship Letter**

Date: **December 14th 2021**

Dear Chagani Ranga Reddy,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

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- After the successful completion of 6 Months Internship period total CTC would be 900,000 INR.

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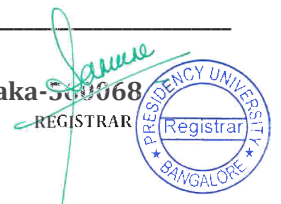
Yours truly,  
For **Intellipaat Software Solutions Private Limited**



**Dev Bisht**  
Director- Human Resources

**Intellipaat Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068





15th December 2021

Sub: Offer of employment by Pin Click

Dear **Kalyani**,

Congratulations!

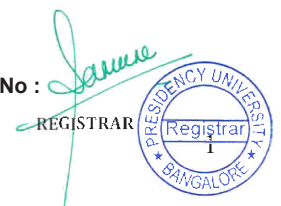
We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, with effect from **7th February 2022**.

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

**Pin Click Property Management Pvt Ltd**

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :  
+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563





The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Kalyani	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 7-10 days of training period</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

**Pin Click Property Management Pvt Ltd**

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No : +91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563

  
 REGISTRAR  


The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	<b>Kalyani</b>	
	<b>Designation</b>	<b>Associate Property Advisor</b>	
	<b>Department</b>	<b>Sales</b>	
	<b>Date of Joining</b>	<b>7th February 2022</b>	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Subtotal I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	900	10,800
<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra  
Co Founder

**Pin Click Property Management Pvt Ltd**

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :  
+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563

  
 REGISTRAR  






**Letter of Intent**

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

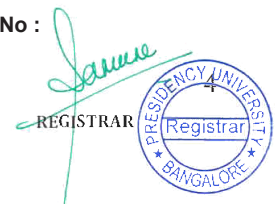
I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

**Pin Click Property Management Pvt Ltd**

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No : +91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563





15th December 2021

Sub: Offer of employment by Pin Click

Dear **Rahul Londe A,**

Congratulations!

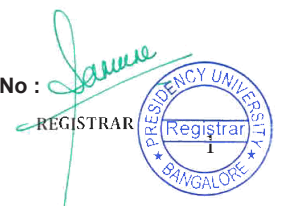
We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, *with effect from **7th February 2022.***

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

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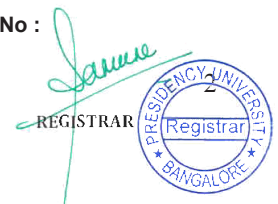
The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Rahul Londe A	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
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**Pin Click Property Management Pvt Ltd**

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No : +91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563



The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Rahul Londe A	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
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<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
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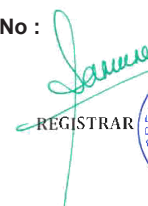

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Mr.Manik Kinra  
Co Founder

**Pin Click Property Management Pvt Ltd**

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 REGISTRAR  


### Letter of Intent

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- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws


I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :  
+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563

  
REGISTRAR  




15th December 2021

Sub: Offer of employment by Pin Click

Dear **Ganapathi Sai Teja**,

Congratulations!

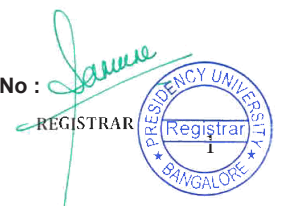
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3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
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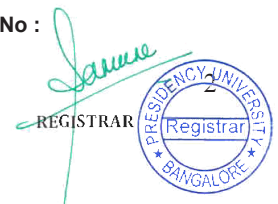
The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Ganaparthi Sai Teja	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 7-10 days of training period</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

**Pin Click Property Management Pvt Ltd**

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No : +91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563



The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	<b>Ganaparthi Sai Teja</b>	
	<b>Designation</b>	<b>Associate Property Advisor</b>	
	<b>Department</b>	<b>Sales</b>	
	<b>Date of Joining</b>	<b>7th February 2022</b>	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Subtotal I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	900	10,800
<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
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To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra  
Co Founder

**Pin Click Property Management Pvt Ltd**

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 REGISTRAR  




### Letter of Intent

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

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+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563





15th December 2021

Sub: Offer of employment by Pin Click

Dear **Palli Uday Kumar**,

Congratulations!

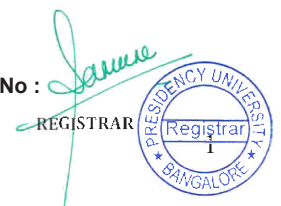
We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, with effect from **7th February 2022**.

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

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The details of your annual earnings are as **Annexure A**.

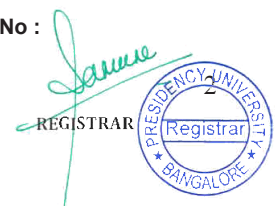
**ANNEXURE – A**

**COMPENSATION & BENEFITS STATEMENT – PIN CLICK**

		Palli Uday Kumar	
	Name		
	Designation	Associate Property Advisor	
	Department	Sales	
	Date of Joining	7th February 2022	
CATEGORY		INR – Monthly	INR – Annual
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 7-10 days of training period</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

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The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Palli Uday Kumar	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Subtotal I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	900	10,800
<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
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To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

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Mr.Manik Kinra  
Co Founder

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 REGISTRAR  




### Letter of Intent

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I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

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REGISTRAR  




15th December 2021

Sub: Offer of employment by Pin Click

Dear **Omarsuhaibshafan**,

Congratulations!

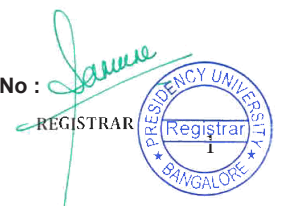
We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, with effect from **7th February 2022**.

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

**Pin Click Property Management Pvt Ltd**

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The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Omarsuhaibshafan	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
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The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	<b>Omarsuhaibshafan</b>	
	<b>Designation</b>	<b>Associate Property Advisor</b>	
	<b>Department</b>	<b>Sales</b>	
	<b>Date of Joining</b>	<b>7th February 2022</b>	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
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<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
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Co Founder

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*James*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE



### Letter of Intent

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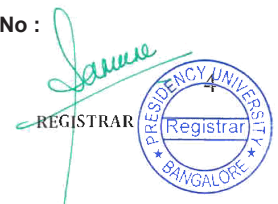
I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

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15th December 2021

Sub: Offer of employment by Pin Click

Dear **Ullas M,**

Congratulations!

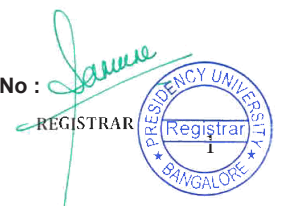
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The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Ullas M	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
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	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 7-10 days of training period</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

**Pin Click Property Management Pvt Ltd**

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No : +91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563

  
 REGISTRAR  


The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Ullas M	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Subtotal I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	900	10,800
<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>• Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra  
Co Founder

**Pin Click Property Management Pvt Ltd**

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*Janme*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar  
BANGALORE

### Letter of Intent

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws



I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :  
+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563

  
REGISTRAR  




15th December 2021

Sub: Offer of employment by Pin Click

Dear **Syed Anwar Ahmed**,

Congratulations!

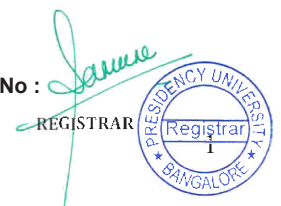
We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, with effect from **7th February 2022**.

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

**Pin Click Property Management Pvt Ltd**

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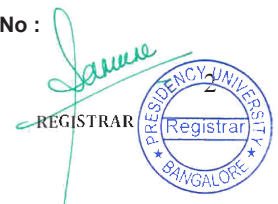
The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Syed Anwar Ahmed	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 7-10 days of training period</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

**Pin Click Property Management Pvt Ltd**

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The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	<b>Syed Anwar Ahmed</b>	
	<b>Designation</b>	<b>Associate Property Advisor</b>	
	<b>Department</b>	<b>Sales</b>	
	<b>Date of Joining</b>	<b>7th February 2022</b>	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Subtotal I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	900	10,800
<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <p>* The Offer/ Salary Is Subjective to Completion of Training</p> <p>* Two-wheeler is mandatory with valid driving license</p> <p>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</p> <p>• Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</p>			

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra  
Co Founder

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*James*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE





### Letter of Intent

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

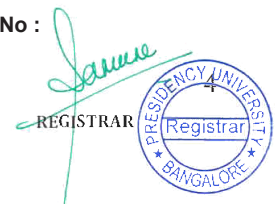
I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :  
+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563





15th December 2021

Sub: Offer of employment by Pin Click

Dear **Sourav Holakallu**,

Congratulations!

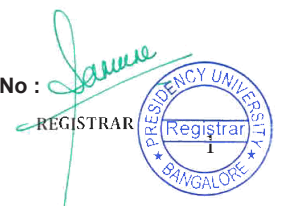
We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, *with effect from **7th February 2022***.

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

**Pin Click Property Management Pvt Ltd**

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The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

**COMPENSATION & BENEFITS STATEMENT – PIN CLICK**

		<b>Sourav Holakallu</b>	
	<b>Name</b>		
	<b>Designation</b>	<b>Associate Property Advisor</b>	
	<b>Department</b>	<b>Sales</b>	
	<b>Date of Joining</b>	<b>7th February 2022</b>	
<b>CATEGORY</b>		<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
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<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
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**Pin Click Property Management Pvt Ltd**

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The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Sourav Holakallu	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Subtotal I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	900	10,800
<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
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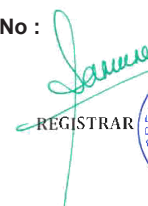

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

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Mr.Manik Kinra  
Co Founder

**Pin Click Property Management Pvt Ltd**

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 REGISTRAR  




### Letter of Intent

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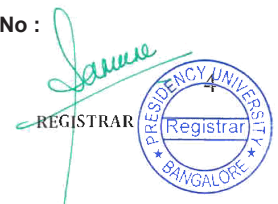
I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

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+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563





15th December 2021

Sub: Offer of employment by Pin Click

Dear **Charan R,**

Congratulations!

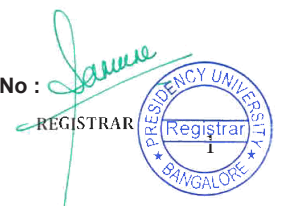
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The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
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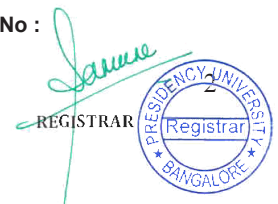
The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Charan R	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
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	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 7-10 days of training period</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

**Pin Click Property Management Pvt Ltd**

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No : +91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563



The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Charan R	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Subtotal I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	900	10,800
<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

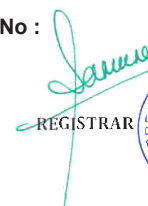

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra  
Co Founder

**Pin Click Property Management Pvt Ltd**

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+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563

  
 REGISTRAR  




### Letter of Intent

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :  
+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563





15th December 2021

Sub: Offer of employment by Pin Click

Dear **Manish Kumar V,**

Congratulations!

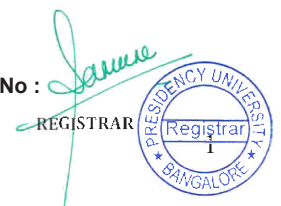
We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, with effect from **7th February 2022**.

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

**Pin Click Property Management Pvt Ltd**

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The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	<b>Manish Kumar V</b>	
	<b>Designation</b>	<b>Associate Property Advisor</b>	
	<b>Department</b>	<b>Sales</b>	
	<b>Date of Joining</b>	<b>7th February 2022</b>	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 7-10 days of training period</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

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 REGISTRAR  


The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	<b>Manish Kumar V</b>	
	<b>Designation</b>	<b>Associate Property Advisor</b>	
	<b>Department</b>	<b>Sales</b>	
	<b>Date of Joining</b>	<b>7th February 2022</b>	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
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<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
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To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra  
Co Founder

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 REGISTRAR  






**Letter of Intent**

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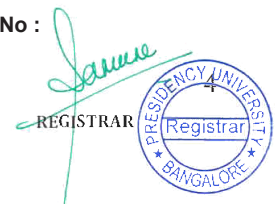
I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

**Pin Click Property Management Pvt Ltd**

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15th December 2021

Sub: Offer of employment by Pin Click

Dear **Kishore Kumar S,**

Congratulations!

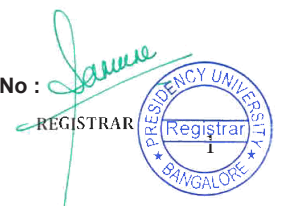
We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, *with effect from **7th February 2022.***

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
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8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

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+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563





The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Kishore Kumar S	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
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**Pin Click Property Management Pvt Ltd**

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 REGISTRAR  


The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	<b>Kishore Kumar S</b>	
	<b>Designation</b>	<b>Associate Property Advisor</b>	
	<b>Department</b>	<b>Sales</b>	
	<b>Date of Joining</b>	<b>7th February 2022</b>	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
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	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
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<b>B</b>	Professional tax	200	2,400
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	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
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Co Founder

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*Jame*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar  
BANGALORE

### Letter of Intent

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
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I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :  
+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563

  
REGISTRAR  




15th December 2021

Sub: Offer of employment by Pin Click

Dear **Suchithra G N**,

Congratulations!

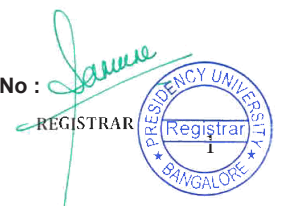
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The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Suchithra G N	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
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<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 7-10 days of training period</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

**Pin Click Property Management Pvt Ltd**

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No : +91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563



The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	<b>Suchithra G N</b>	
	<b>Designation</b>	<b>Associate Property Advisor</b>	
	<b>Department</b>	<b>Sales</b>	
	<b>Date of Joining</b>	<b>7th February 2022</b>	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Subtotal I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	900	10,800
<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
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To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra  
Co Founder

**Pin Click Property Management Pvt Ltd**

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*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

### Letter of Intent

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws



I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :  
+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563

  
REGISTRAR  




15th December 2021

Sub: Offer of employment by Pin Click

Dear **Shashikumar Sahebgoud Patil**,

Congratulations!

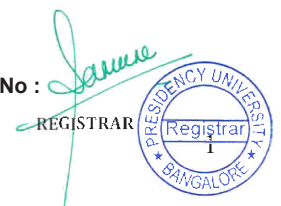
We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, with effect from **7th February 2022**.

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

**Pin Click Property Management Pvt Ltd**

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The details of your annual earnings are as **Annexure A**.



**ANNEXURE – A**

**COMPENSATION & BENEFITS STATEMENT – PIN CLICK**

	<b>Name</b>	Shashikumar Sahebgoud Patil	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 7-10 days of training period</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

**Pin Click Property Management Pvt Ltd**

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 REGISTRAR  


The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Shashikumar Sahebgoud Patil	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Subtotal I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	900	10,800
<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra  
Co Founder

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*Jasme*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar  
BANGALORE



### Letter of Intent

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws


I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

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+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563

  
REGISTRAR  




15th December 2021

Sub: Offer of employment by Pin Click

Dear **Sindhu S N**,

Congratulations!

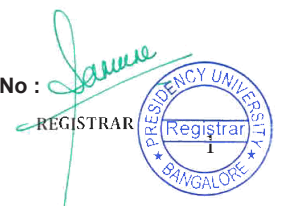
We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, with effect from **7th February 2022**.

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

**Pin Click Property Management Pvt Ltd**

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The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

**COMPENSATION & BENEFITS STATEMENT – PIN CLICK**

	<b>Name</b>	Sindhu S N	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
<b>CATEGORY</b>		<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
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The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	<b>Sindhu S N</b>	
	<b>Designation</b>	<b>Associate Property Advisor</b>	
	<b>Department</b>	<b>Sales</b>	
	<b>Date of Joining</b>	<b>7th February 2022</b>	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Subtotal I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	900	10,800
<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
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Mr.Manik Kinra  
Co Founder

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*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

### Letter of Intent

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I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

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+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563

  
REGISTRAR  




15th December 2021

Sub: Offer of employment by Pin Click

Dear **Ujwal C,**

Congratulations!

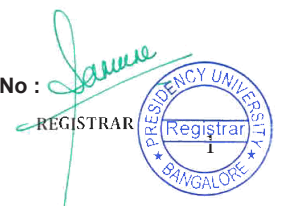
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1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
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4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
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The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Ujwal C	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
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<b>B</b>	Professional tax	200	2,400
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<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
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<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 7-10 days of training period</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

**Pin Click Property Management Pvt Ltd**

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No : +91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563



The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	<b>Ujwal C</b>	
	<b>Designation</b>	<b>Associate Property Advisor</b>	
	<b>Department</b>	<b>Sales</b>	
	<b>Date of Joining</b>	<b>7th February 2022</b>	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Subtotal I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	900	10,800
<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <p>* The Offer/ Salary Is Subjective to Completion of Training</p> <p>* Two-wheeler is mandatory with valid driving license</p> <p>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</p> <p>• Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</p>			

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra  
Co Founder

**Pin Click Property Management Pvt Ltd**

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*Janme*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar  
BANGALORE



### Letter of Intent

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No : +91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563





15th December 2021

Sub: Offer of employment by Pin Click

Dear **Nikhil Vijaykumar Lonari**,

Congratulations!

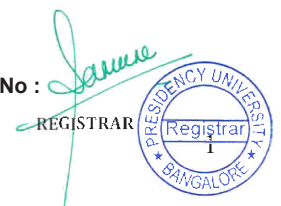
We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, with effect from **7th February 2022**.

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

**Pin Click Property Management Pvt Ltd**

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+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563



The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Nikhil Vijaykumar Lonari	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
<b>Benefits</b>			
<b>C</b>	PF Employee	792	9,504
	Gratuity	317	3,804
	<b>SubTotal II</b>	<b>1,109</b>	<b>13,308</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>22,000</b>	<b>2,64,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 7-10 days of training period</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

**Pin Click Property Management Pvt Ltd**

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No : +91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563

  
 REGISTRAR  


The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	Nikhil Vijaykumar Lonari	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Subtotal I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	900	10,800
<b>A-B</b>	Net Salary	22,640	2,71,680
<b>Benefits</b>			
<b>C</b>	PF Employee	900	10,800
	Gratuity	360	4,320
	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
<b>Total A + C</b>	<b>Cost to the Company</b>	<b>25,000</b>	<b>3,00,000</b>
	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> <li>* The Offer/ Salary Is Subjective to Completion of Training</li> <li>* Two-wheeler is mandatory with valid driving license</li> <li>* 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance.</li> </ul> <ul style="list-style-type: none"> <li>● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.</li> </ul>			

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra  
Co Founder

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*Janme*  
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Registrar  
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### Letter of Intent

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

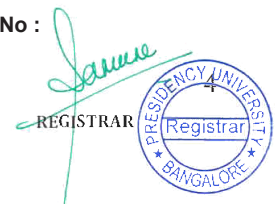
I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :  
+91-8047-193000 website :www.pinctick.com CIN No.U70102KA2015PTC084563





15th December 2021

Sub: Offer of employment by Pin Click

Dear **Amit Ramaning Masali**,

Congratulations!

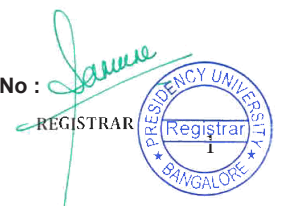
We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, with effect from **7th February 2022**.

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day’ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

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The details of your annual earnings are as **Annexure A**.

**ANNEXURE – A**

**COMPENSATION & BENEFITS STATEMENT – PIN CLICK**

	<b>Name</b>	Amit Ramaning Masali	
	<b>Designation</b>	Associate Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	7th February 2022	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	<b>Subtotal I / Gross Pay</b>	<b>20,891</b>	<b>2,50,692</b>
<b>B</b>	Professional tax	200	2,400
	PF Employer	792	9,504
<b>A-B</b>	<b>Net Salary</b>	<b>19,899</b>	<b>2,38,788</b>
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<b>C</b>	PF Employee	792	9,504
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The details of your annual earnings are as **Annexure B**.

**ANNEXURE – B**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
	<b>Name</b>	<b>Amit Ramaning Masali</b>	
	<b>Designation</b>	<b>Associate Property Advisor</b>	
	<b>Department</b>	<b>Sales</b>	
	<b>Date of Joining</b>	<b>7th February 2022</b>	
	<b>CATEGORY</b>	<b>INR – Monthly</b>	<b>INR – Annual</b>
<b>A</b>	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
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	<b>SubTotal II</b>	<b>1,260</b>	<b>15,120</b>
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Co Founder

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*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

### Letter of Intent

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I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_

### Pin Click Property Management Pvt Ltd

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+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563

  
REGISTRAR  


To,  
**Mohammadnayeem M Kamdod**  
Subject: Internship Letter

Date: December 14th 2021

Dear Mohammadnayeem M Kamdod,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

- Number of working days is 6 days in a week.
- Your First Month (30 days) salary will be dispersed along with your 4<sup>th</sup> month salary.
- During this Internship you are eligible to get Rs 200,000/- Rupees as incentive based on your performance.
- During your internship, you are expected to be disciplined and sincere towards your job responsibility.
- Based on your performance, PPO will be released before the completion of your internship at Intellipaat.
- The company reserves the right to pay or recover salary in lieu of the notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on Gross Salary
- You need to serve 30days of notice period without fail, or else the management of Intellipaat can hold your salary/ experience letter / relieving letter after joining.
- Minimum working duration must be 9 hours including one-hour lunch/dinner break.
- After the successful completion of 6 Months Internship period total CTC would be 900,000 INR.

Again, congratulations and we look forward to working with you.

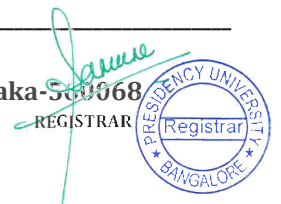
Yours truly,  
For Intellipaat Software Solutions Private Limited



**Dev Bisht**  
Director- Human Resources

Intellipaat Software Solutions Pvt. Ltd.

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068





To,  
**Sourab Kumar Saroj**  
Subject: Internship Letter

Date: December 14th 2021

Dear Sourab Kumar Saroj,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaate Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

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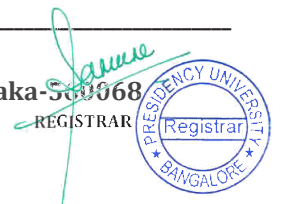
Yours truly,  
For Intellipaate Software Solutions Private Limited



**Dev Bisht**  
Director- Human Resources

Intellipaate Software Solutions Pvt. Ltd.

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Amrutha Varsha K S**  
Subject: **Internship Letter**

Date: **December 14th 2021**

Dear Amrutha Varsha K S,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

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- During your internship, you are expected to be disciplined and sincere towards your job responsibility.
- Based on your performance, PPO will be released before the completion of your internship at Intellipaat.
- The company reserves the right to pay or recover salary in lieu of the notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on Gross Salary
- You need to serve 30days of notice period without fail, or else the management of Intellipaat can hold your salary/ experience letter / relieving letter after joining.
- Minimum working duration must be 9 hours including one-hour lunch/dinner break.
- After the successful completion of 6 Months Internship period total CTC would be 900,000 INR.

Again, congratulations and we look forward to working with you.

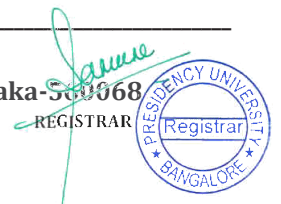
Yours truly,  
For **Intellipaat Software Solutions Private Limited**



**Dev Bisht**  
Director- Human Resources

**Intellipaat Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Sivaraj J**  
Subject: **Internship Letter**

Date: **December 14th 2021**

Dear Sivaraj J,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaate Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

- Number of working days is 6 days in a week.
- Your First Month (30 days) salary will be dispersed along with your 4<sup>th</sup> month salary.
- During this Internship you are eligible to get Rs 200,000/- Rupees as incentive based on your performance.
- During your internship, you are expected to be disciplined and sincere towards your job responsibility.
- Based on your performance, PPO will be released before the completion of your internship at Intellipaate.
- The company reserves the right to pay or recover salary in lieu of the notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on Gross Salary
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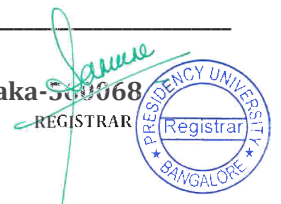
Yours truly,  
For **Intellipaate Software Solutions Private Limited**



**Dev Bisht**  
Director- Human Resources

**Intellipaate Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Prashantkumar**  
Subject: **Internship Letter**

Date: **December 14th 2021**

Dear Prashantkumar,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

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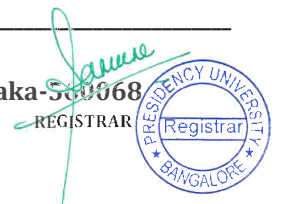
Yours truly,  
For **Intellipaat Software Solutions Private Limited**



**Dev Bisht**  
Director- Human Resources

**Intellipaat Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Pallavi N  
Presidency University,  
Bangalore.

Dear Pallavi,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

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# SPR

## Human Capital Solutions

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*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

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Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258  
Visit: [www.sprhumancapitalsolutions.com](http://www.sprhumancapitalsolutions.com), Email: [hr@sprhumancapitalsolutions.com](mailto:hr@sprhumancapitalsolutions.com)





# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Pooja K  
Presidency University,  
Bangalore.

Dear Pooja,

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# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Sujata Shivanand Gotyal  
Presidency University,  
Bangalore.

Dear Sujata,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year (one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

G S Uthej  
Presidency University,  
Bangalore.

Dear Uthej,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

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*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

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Date

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# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Mohammed Taliq Patait  
Presidency University,  
Bangalore.

Dear Mohammed,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year (one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

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## Human Capital Solutions

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*Mahalaxmi*



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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Chunduru Chaitanya Krishna Anilu  
Presidency University,  
Bangalore.

Dear Krishna,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Abhishek R  
Presidency University,  
Bangalore.

Dear Abhishek,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year (one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

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BANGALORE



# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Ronit Kashyap  
Presidency University,  
Bangalore.

Dear Kashyap,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

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## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Sandeep Kumar S  
Presidency University,  
Bangalore.

Dear Sandeep,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year (one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

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*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

Declaration

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Agreed and Accepted:

Signature

Date

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Gorreludoddi Sreenath  
Presidency University,  
Bangalore.

Dear Sreenath,

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# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Chukkaluri Kranthi Kumar Reddy  
Presidency University,  
Bangalore.

Dear Kranthi,

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REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

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### OFFER LETTER

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Kalyan Ch  
Presidency University,  
Bangalore.

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PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Punith K Kulal  
Presidency University,  
Bangalore.

Dear Punith,

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*Mahalaxmi*



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# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Boggula Maruthi Manohar Reddy  
Presidency University,  
Bangalore.

Dear Manohar,

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# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Arvindgowda C N  
Presidency University,  
Bangalore.

Dear Arvind,

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Hemanth H L  
Presidency University,  
Bangalore.

Dear Hemanth,

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# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Niharika H  
Presidency University,  
Bangalore.

Dear Niharika,

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# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Erla Sudheer  
Presidency University,  
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Dear Sudheer,

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Visit: [www.sprhumancapitalsolutions.com](http://www.sprhumancapitalsolutions.com), Email: [hr@sprhumancapitalsolutions.com](mailto:hr@sprhumancapitalsolutions.com)

*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Yellasom Samarsimhareddy  
Presidency University,  
Bangalore.

Dear Samarsimhareddy,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment's and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

# SPR

## Human Capital Solutions

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**NOTE : THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY**

If you have any questions, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

---

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Visit: [www.sprhumancapitalsolutions.com](http://www.sprhumancapitalsolutions.com), Email: [hr@sprhumancapitalsolutions.com](mailto:hr@sprhumancapitalsolutions.com)





# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Koneru Jaya Aadithya  
Presidency University,  
Bangalore.

Dear Aadithya,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year (one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

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Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

# SPR

## Human Capital Solutions

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*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

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Signature

Date

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE



**OFFER LETTER**

Date: 12/02/22

Kavya S  
Presidency University,  
Bangalore.

Dear Kavya,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

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- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

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# SPR

## Human Capital Solutions

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*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

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Signature

Date

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**OL No: TN741****28 December 2021**Dear **Samayamantri Dheeraj Saimanikantha**,

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**OJT Start Date: **31 January 2022**OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to pay a compensation equal to 1 month stipend or 1 month notice period.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



## ANNEXURE

As a part of the joining process, you are requested to bring the following documents on the day of joining.

Photocopies of

- SSLC (X Std) Marks Card / 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- **Negative RT-PCR Report is mandatory. It should not be older than 48 hours (Even if you are fully vaccinated).**

Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN743****28 December 2021**Dear **Syed Maheen**,

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**OJT Start Date: **31 January 2022**OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
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- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

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Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN744****28 December 2021**Dear **Mohammed Danish Kamal**,

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

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Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
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- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



## ANNEXURE

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Photocopies of

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Please bring the original education certificates / mark sheets (10th or 12th).

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{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN745**

**28 December 2021**

Dear **C A Mueez**,

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**

OJT Start Date: **31 January 2022**

OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per Month

Incentives : INR **10000**

Target: **220000** INR per month.

Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

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Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

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SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN746**

**28 December 2021**

Dear **Shejil Shaji**,

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

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OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per Month

Incentives : INR **10000**

Target: **220000** INR per month.

Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

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Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



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SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN747**

**28 December 2021**

Dear **Milan Saseendran**,

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

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OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per Month

Incentives : INR **10000**

Target: **220000** INR per month.

Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

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- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

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- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
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{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Golla Pramod Kumar  
A3/1, Penna Colony, Penna Cement Ltd  
Dameracherla Miryalaguda, Telangana, 508355

Dear Golla Pramod Kumar,

We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization. Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

#### Contact Us :

E : [hr@telaverge.com](mailto:hr@telaverge.com)

T : 9980003482

[www.telavergecommunications.com](http://www.telavergecommunications.com)

#### Registered Office:

Ground Floor, South Central, # 23 & 24 EPIP 1st Phase,  
KIADB Whitefield, Bangalore – 560 066, India  
CIN No. U72200KA2016PTC086409

  
REGISTRAR  


## Overseas Assignments

- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
  - Compensation/Stipend paid during training / Internship period
  - Joining Bonus paid
  - Retention Bonus paid
  - Housing Deposit
  - Training in the US (Travel and stay)
  - Car leasing Benefit if any
- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- e. If no projects are assigned to you (Bench) then the notice period shall be two months.
- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Golla Pramod Kumar**

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## Annexure - A

### Salary / Compensation Breakup

Name : Golla Pramod Kumar  
Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
GTLI 4 times of the CTC		1,810
Gratuity		8,028
Fixed Bonus		20,000
<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
Variable pay		54,545
<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

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## Thrillophilia Offer Letter & Employment Agreement

### Congratulations Vignesh Babu R V

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to Vignesh Babu R V** The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

A handwritten signature in black ink that reads "Rituja Khunteta".

and

**Vignesh Babu R V**

Signature -

A handwritten signature in green ink, followed by a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.

## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

Variable component per annum: INR 60,000

\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

## Confidentiality & Authorization to Work

As a condition of full-time employment, you will be requested to sign this document, which is also a Confidentiality Agreement. Anytime you breach or pass any kind of confidential information to friends, family or any other company could lead to immediate termination.

You should also note that you will be required

- Submit proof of citizenship
- 10-12 mark sheets
- 2 photographs
- Last degree mark sheets
- Permanent residency in India or authorization to work in India within three business days of your date of hire.

## Terms and Conditions

### 1. At-Will Employment

If you choose to accept this offer, please understand your employment is “at-will,” voluntarily entered into, and is for at least one year period. Failing to serve for less than one year Thrillophilia has full rights to forfeit your bonus, performance incentives, variable component, and salary deductions over the last months of your service. You are free to resign at any time, for any reason, or for no reason. But you need to serve a notice period of two months, even if left during the probation period. Also, Thrillophilia is free to conclude its at-will employment relationship with you at any time, with or without cause.

### 2. Non-Competition During Employment

The Thrillophilia prohibits the Employee from participating in or planning to participate in a competitive business while employed by the Thrillophilia. During the employment term, the Employee shall not, in



any fashion, participate or engage in any activity or other business competitive with the Thrillophilia's business. In addition, the Employee, while employed, shall not take any action without the Thrillophilia's prior written consent to establish, form, or become employed by a competing business on termination of employment by the Thrillophilia. The Employee's failure to comply with the provisions of the preceding sentence shall give the Thrillophilia the right to terminate any benefits or compensation that the Employee may be otherwise entitled to following termination of this Agreement.

### 3. Term of Employment

You shall be employed for the first three months on a probation basis, and based on his/her performance further action will be taken. After serving for three months, this Agreement is extended by mutual written consent of the parties. During the Probation period, due to non-performance, the company can terminate your employment by giving a two-week notice period.

### 4. Place of Employment

During the employment term, the base location of an Employee to perform the services would be **Jaipur**. The Employee acknowledges that the Thrillophilia may from time to time require the Employee to travel temporarily to other locations on the Thrillophilia's business.

### 5. Salary

The basic salary payable to the Employee shall be increased annually by employee performance and company performance. Once the employee puts in his resignation letter, then during the notice period, salary will not be paid and will be cleared during settlement. During the probation period, salaries will be paid on the 15<sup>th</sup> of the next month. Once an employee gets confirmed after successful completion of his notice period, salary for a month is paid by the 5<sup>th</sup> of the next month.

### 6. Incentives

Employees will receive their Incentives on the basis of performance.

### 7. Leaves

You are entitled to 22 leaves (14 Paid Leaves + 8 Sick Leaves) in a year. In addition to these leaves, there will also be yearly holidays for all employees. However, during the Internship period, the employee cannot take any leave. Exceptional leaves can be granted based on manager discretion.

### 8. Expenses

Thrillophilia shall reimburse the Employee for reasonable expenses incurred in connection with the Employee's performance of his / her duties including travel expenses, food, and lodging while away from his base work location, pursuant to the Thrillophilia's reimbursement policies.

## 9. Employee's Right of Ownership

All inventions conceived or developed by the Employee during the term of this Agreement shall remain the property of Thrillophilia, provided, however, that as to all such inventions with the respect that the equipment, supplies, facilities, or trade secret information of the Thrillophilia was used, or that relate to the business of the Thrillophilia or to the Thrillophilia's actual or demonstrably anticipated research and development, or that result from any work performed by the Employee for the Thrillophilia shall remain the property of the Thrillophilia.

## 10. Employee Termination/Resignation

The employee will have to serve the company Thrillophilia for a period of one year to the minimum. If the employee wishes to terminate/resign before the completion of one year of his or her service with Thrillophilia, the employee will have to pay out an amount equal to his or her one-month compensation at Thrillophilia. In case a disassociation happens between the employee and the company within 30 days of the joining date, the company will not be liable to pay compensation for the days served.

The Employee will have to give Thrillophilia a two-month prior written notice of resignation whenever he chooses to resign. The Employee may retire after age 60 and upon proper notice.

11.1 Termination on Retirement. This Agreement shall be terminated by the Employee's voluntary retirement, that retirement shall be effective on the last day of any fiscal year, provided that the effective date of retirement occurs after the Employee's 60th birthday, and that the Employee gives the Thrillophilia six months' prior written notice.

11.2 The employment Agreement will automatically terminate if the Employee becomes permanently disabled.

11.3 Termination upon Death. If the employee dies during the period of employment this Agreement shall then be terminated. The employment Agreement may terminate upon proper notice after a merger or sale of assets by the Thrillophilia.

11.4 Termination or Assignment on Merger. In the event of a merger where the Thrillophilia is not the surviving entity, or of a sale of all or substantially all of the Thrillophilia's assets, the Thrillophilia may, at its sole option (1) assign this Agreement and all rights and obligations under it to any business entity that succeeds to all or substantially all of the Thrillophilia's business through that merger or sale of assets, or (2) on at least 30 days prior written notice to the Employee, terminate this Agreement effective on the date of the merger or sale of assets.

## 12. Non-Disclosure after Termination

After termination of employment, the Employee will still be prohibited for a period of five years from disclosing Thrillophilia's trade secrets and any confidential information. Because of his / her employment by the Thrillophilia, the Employee will have access to trade secrets and confidential information about the Thrillophilia, its products, its customers, and its methods of doing business. In consideration of his / her access to this information, the Employee agrees that for a period of five years after termination of his / her employment, he/she will not disclose such trade secrets or confidential information.

## 13. Entire Agreement

This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties. No amendments to this Agreement may be made except by a writing signed by both parties. By signing this agreement you ensure that you have read all the policies and agree to them.

## 14. Notices

Any notice to the Thrillophilia required or permitted under this Agreement shall be given in writing to the Thrillophilia, either by personal service or by registered or certified mail, postage prepaid, addressed to Abhishek Daga (Founder of Thrillophilia) at its then principal place of business. Any such notice to the Employee shall be given in a like manner and, if mailed, shall be addressed to the Employee at his / her home address then shown in the Thrillophilia's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given

(1) on the date of service, if served personally on the party to whom notice is to be given, or

(2) on the second business day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this section.

## 15. General Provisions

15.1 Governing Law & Jurisdiction. This agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the state of Rajasthan under Rajasthan state government Judiciary without reference to conflict of law principles. In the event of a lawsuit or any legal proceeding involving this Agreement, the Employee will have to pay the Thrillophilia costs and expenses, including reasonable attorney fees.

15.2 Costs of Litigation. In the event any action is brought to enforce this Agreement, the Employee shall be entitled to recover its costs of enforcement including, without limitation, attorneys' fees and court costs.

#### 16. Force Majeure.

In the event that Employee is unable to perform any of its obligations under this Agreement because of any Act of God, strike, fire, flood, governmental acts, orders or restrictions, Internet system unavailability, system malfunctions, or any other reason where failure to perform is beyond the reasonable control and not caused by the negligence of the Employee (a "Force Majeure Event") if Thrillophilia has been so affected shall give notice immediately to Employee and Employee shall use its reasonable best efforts to resume performance. However, if the period of non-performance exceeds 30 days from receipt of notice of the Force Majeure Event, the Employee may be terminated and his assets like pending salary, sales incentive, bonus, etc can be forfeit, by giving written notice.

#### 17. Confidentiality

Even after the termination of the Agreement, the Employee may still have certain responsibilities such as keeping information confidential for five years and he cannot share any business secrets of Thrillophilia. Any information related to compensation need not be disclosed or discussed with any colleague.

#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.


Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**Vignesh Babu R V**

Date: 05/03/2022

A green handwritten signature is written over a blue circular official seal. The seal contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.

Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Guntakal Dinesh  
Plot No 28, Sunrise Homes Near Reliance Market  
Kurnool , Andhra Pradesh, 518001

Dear Guntakal Dinesh,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
- Compensation/Stipend paid during training / Internship period
- Joining Bonus paid
- Retention Bonus paid
- Housing Deposit
- Training in the US (Travel and stay)
- Car leasing Benefit if any

- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- e. If no projects are assigned to you (Bench) then the notice period shall be two months.
- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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CIN No. U72200KA2016PTC086409



We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Guntakal Dinesh**

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## Annexure - A

### Salary / Compensation Breakup

Name : Guntakal Dinesh  
Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
GTLI 4 times of the CTC		1,810
Gratuity		8,028
Fixed Bonus		20,000
<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
Variable pay		54,545
<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

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Ref: TC/HR/OFL/JULY - 22

07<sup>th</sup> July 2022  
Bangalore

**Konudula Padmavathi**  
**Nossam Village, Sanjamala Mandalam**  
**Kurnool District Nossam Village, Andhra Pradesh, 518145**

Dear Konudula Padmavathi,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### **Emoluments & Perquisites**

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### **Salary Review**

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### **Transfer**

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

## Overseas Assignments

- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
- Compensation/Stipend paid during training / Internship period
- Joining Bonus paid
- Retention Bonus paid
- Housing Deposit
- Training in the US (Travel and stay)
- Car leasing Benefit if any

- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- e. If no projects are assigned to you (Bench) then the notice period shall be two months.
- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Konudula Padmavathi**

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CIN No. U72200KA2016PTC086409



## Annexure - A

### Salary / Compensation Breakup

Name : Konudula Padmavathi  
Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
GTLI 4 times of the CTC		1,810
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<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
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<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

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Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Harshith A  
Seetha Nilaya, Andhralli Main Road, Near Iyengar Home Products  
Hegganahalli Bangalore, Karnataka, 560091

Dear Harshith A,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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REGISTRAR  


## Overseas Assignments

- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
- Compensation/Stipend paid during training / Internship period
- Joining Bonus paid
- Retention Bonus paid
- Housing Deposit
- Training in the US (Travel and stay)
- Car leasing Benefit if any

- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.

- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- e. If no projects are assigned to you (Bench) then the notice period shall be two months.

- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Harshith A**

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## Annexure - A

### Salary / Compensation Breakup

Name : Harshith A

Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
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Food Allowance	2,200	26,400
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\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

#### Contact Us :

E : [hr@telaverge.com](mailto:hr@telaverge.com)

T : 9980003482

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#### Registered Office:

Ground Floor, South Central, # 23 & 24 EPIP 1st Phase,  
KIADB Whitefield, Bangalore – 560 066, India  
CIN No. U72200KA2016PTC086409



Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Pravalleeka N  
#27,7Th A Cross,Ragavappa Road  
Jai Bharat Nagar,Banglore, Karnataka, 560033

Dear Pravalleeka N,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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## Overseas Assignments

- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
  - Compensation/Stipend paid during training / Internship period
  - Joining Bonus paid
  - Retention Bonus paid
  - Housing Deposit
  - Training in the US (Travel and stay)
  - Car leasing Benefit if any
- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- e. If no projects are assigned to you (Bench) then the notice period shall be two months.
- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Pravalleeka N**

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CIN No. U72200KA2016PTC086409



Annexure - A

Salary / Compensation Breakup

Name : Pravalleeka N

Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
GTLI 4 times of the CTC		1,810
Gratuity		8,028
Fixed Bonus		20,000
<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
Variable pay		54,545
<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

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Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Guttikonda Narendra Reddy  
Guttikondavaripalem Ongole  
Andhra Pradesh, 523286

Dear Guttikonda Narendra Reddy,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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## Overseas Assignments

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- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
- Compensation/Stipend paid during training / Internship period
- Joining Bonus paid
- Retention Bonus paid
- Housing Deposit
- Training in the US (Travel and stay)
- Car leasing Benefit if any

- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.

- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- e. If no projects are assigned to you (Bench) then the notice period shall be two months.

- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Guttikonda Narendra Reddy**

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CIN No. U72200KA2016PTC086409



## Annexure - A

### Salary / Compensation Breakup

Name : Guttikonda Narendra Reddy  
Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
GTLI 4 times of the CTC		1,810
Gratuity		8,028
Fixed Bonus		20,000
<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
Variable pay		54,545
<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

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Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Nanda Kumar K  
#18, 6Th Main,Punitha Nilaya, Sonnappa Layout  
Siddhivinayaka Layout, Virupakshapura, Koddighehalli Bangalore, Karnataka, 560097

Dear Nanda Kumar K,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

## Overseas Assignments

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- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

### Contact Us :

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CIN No. U72200KA2016PTC086409



has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
- Compensation/Stipend paid during training / Internship period
- Joining Bonus paid
- Retention Bonus paid
- Housing Deposit
- Training in the US (Travel and stay)
- Car leasing Benefit if any

- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- e. If no projects are assigned to you (Bench) then the notice period shall be two months.
- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Nanda Kumar K**

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## Annexure - A

### Salary / Compensation Breakup

Name : Nanda Kumar K  
Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
GTLI 4 times of the CTC		1,810
Gratuity		8,028
Fixed Bonus		20,000
<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
Variable pay		54,545
<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

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Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Akepati Navaneesh Kumar Reddy  
3-12-1,Jaguvaripalli,Pullampet  
Kadapa, Andhra Pradesh, 516107

Dear Akepati Navaneesh Kumar Reddy,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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## Overseas Assignments

- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
- Compensation/Stipend paid during training / Internship period
- Joining Bonus paid
- Retention Bonus paid
- Housing Deposit
- Training in the US (Travel and stay)
- Car leasing Benefit if any

- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.

- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- e. If no projects are assigned to you (Bench) then the notice period shall be two months.

- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Akepati Navaneesh Kumar Reddy**

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CIN No. U72200KA2016PTC086409



## Annexure - A

### Salary / Compensation Breakup

Name : Akepati Navaneesh Kumar Reddy  
Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
GTLI 4 times of the CTC		1,810
Gratuity		8,028
Fixed Bonus		20,000
<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
Variable pay		54,545
<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

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Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Pullela Bhargav  
Vennadevi, Sattenapalli  
Andhra Pradesh, 522403

Dear Pullela Bhargav,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### **Emoluments & Perquisites**

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### **Salary Review**

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### **Transfer**

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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## Overseas Assignments

- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
- Compensation/Stipend paid during training / Internship period
- Joining Bonus paid
- Retention Bonus paid
- Housing Deposit
- Training in the US (Travel and stay)
- Car leasing Benefit if any

- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.

- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- e. If no projects are assigned to you (Bench) then the notice period shall be two months.

- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Pullela Bhargav**

**Contact Us :**

E : [hr@telaverge.com](mailto:hr@telaverge.com)

T : 9980003482

[www.telavergecommunications.com](http://www.telavergecommunications.com)

**Registered Office:**

Ground Floor, South Central, # 23 & 24 EPIP 1st Phase,  
KIADB Whitefield, Bangalore – 560 066, India

CIN No. U72200KA2016PTC086409



## Annexure - A

### Salary / Compensation Breakup

Name : Pullela Bhargav  
Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
GTLI 4 times of the CTC		1,810
Gratuity		8,028
Fixed Bonus		20,000
<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
Variable pay		54,545
<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

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Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Sujan Mandana C S  
No.47,'Soujanya', Sai Garden  
Vidyaranyapura, Bangalore, Karnataka, 560097

Dear Sujan Mandana C S,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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## Overseas Assignments

- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
- Compensation/Stipend paid during training / Internship period
- Joining Bonus paid
- Retention Bonus paid
- Housing Deposit
- Training in the US (Travel and stay)
- Car leasing Benefit if any

- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.

- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- e. If no projects are assigned to you (Bench) then the notice period shall be two months.

- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Sujan Mandana C S**

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Annexure - A

Salary / Compensation Breakup

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Designation : Software Engineer - Research & Development

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Ref: TC/HR/OFL/JULY - 22

07<sup>th</sup> July 2022  
Bangalore

**Polu Nithish Reddy**  
1-14 Karimaddula Village Gadivemula Mandal  
Kurnool, Andhra Pradesh, 518523

Dear Polu Nithish Reddy,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

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REGISTRAR  


## Overseas Assignments

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You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

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- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
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Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

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- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
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If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Polu Nithish Reddy**

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Designation : Software Engineer - Research & Development

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Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Dinesh Ketani  
Rangapur Camp, Gandhinagar (Post)  
Sindhanur, Karnataka, 584128

Dear Dinesh Ketani,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

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CIN No. U72200KA2016PTC086409



## Overseas Assignments

- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

## Contact Us :

E : [hr@telaverge.com](mailto:hr@telaverge.com)

T : 9980003482

[www.telavergecommunications.com](http://www.telavergecommunications.com)

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
  - Compensation/Stipend paid during training / Internship period
  - Joining Bonus paid
  - Retention Bonus paid
  - Housing Deposit
  - Training in the US (Travel and stay)
  - Car leasing Benefit if any
- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- e. If no projects are assigned to you (Bench) then the notice period shall be two months.
- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Dinesh Ketani**

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## Annexure - A

### Salary / Compensation Breakup

Name : Dinesh Ketani

Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
GTLI 4 times of the CTC		1,810
Gratuity		8,028
Fixed Bonus		20,000
<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
Variable pay		54,545
<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

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Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Chaithra M  
Kurubarahalli Village  
Vemgal Post ,Kolar , Karnataka, 563102

Dear Chaithra M,

We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization. Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
  - Compensation/Stipend paid during training / Internship period
  - Joining Bonus paid
  - Retention Bonus paid
  - Housing Deposit
  - Training in the US (Travel and stay)
  - Car leasing Benefit if any
- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- e. If no projects are assigned to you (Bench) then the notice period shall be two months.
- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Chaithra M**

**Contact Us :**

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CIN No. U72200KA2016PTC086409



## Annexure - A

### Salary / Compensation Breakup

Name : Chaithra M  
Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
GTLI 4 times of the CTC		1,810
Gratuity		8,028
Fixed Bonus		20,000
<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
Variable pay		54,545
<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

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Ref: TC/HR/OFL/JULY - 22

07<sup>th</sup> July 2022  
Bangalore

Pradeep V  
#20/1 2Nd Cross Pns Layout HRBR Layout  
Kalyan Nagar Bangalore, Karnataka, 560084

Dear Pradeep V,

We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization. Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

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## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

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You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

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  - Joining Bonus paid
  - Retention Bonus paid
  - Housing Deposit
  - Training in the US (Travel and stay)
  - Car leasing Benefit if any
- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- e. If no projects are assigned to you (Bench) then the notice period shall be two months.
- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

### Contact Us :

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CIN No. U72200KA2016PTC086409



We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Pradeep V**

**Contact Us :**

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CIN No. U72200KA2016PTC086409



## Annexure - A

### Salary / Compensation Breakup

Name : Pradeep V

Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
GTLI 4 times of the CTC		1,810
Gratuity		8,028
Fixed Bonus		20,000
<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
Variable pay		54,545
<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

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Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

**Shashank R**  
#142,6 Th Cross 2Nd Main Ravindra Naga  
T.Dasarahalli Bangalore, Karnataka, 560073

Dear Shashank R,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### **Emoluments & Perquisites**

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### **Salary Review**

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### **Transfer**

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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REGISTRAR  


## Overseas Assignments

- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
- Compensation/Stipend paid during training / Internship period
- Joining Bonus paid
- Retention Bonus paid
- Housing Deposit
- Training in the US (Travel and stay)
- Car leasing Benefit if any

- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- e. If no projects are assigned to you (Bench) then the notice period shall be two months.
- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Shashank R**

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CIN No. U72200KA2016PTC086409



## Annexure - A

### Salary / Compensation Breakup

Name : Shashank R  
Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
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<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
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<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

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Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Venkatesh Suresh Parthanalli  
Teacher Colony Jamkhandi  
Bagalkot, Karnataka, 587301

Dear Venkatesh Suresh Parthanalli,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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## Overseas Assignments

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- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
  - Compensation/Stipend paid during training / Internship period
  - Joining Bonus paid
  - Retention Bonus paid
  - Housing Deposit
  - Training in the US (Travel and stay)
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- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- e. If no projects are assigned to you (Bench) then the notice period shall be two months.
- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

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On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Venkatesh Suresh Parthanalli**

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CIN No. U72200KA2016PTC086409



## Annexure - A

### Salary / Compensation Breakup

Name : Venkatesh Suresh Parthanalli  
Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
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<b>Gross Salary</b>		<b>545,455</b>
Variable pay		54,545
<b>Total CTC to the Company</b>		<b>600,000</b>
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\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

#### Contact Us :

E : [hr@telaverge.com](mailto:hr@telaverge.com)

T : 9980003482

[www.telavergecommunications.com](http://www.telavergecommunications.com)

#### Registered Office:

Ground Floor, South Central, # 23 & 24 EPIP 1st Phase,  
KIADB Whitefield, Bangalore – 560 066, India  
CIN No. U72200KA2016PTC086409



## Thrillophilia Offer Letter & Employment Agreement

### Congratulations Shweta S Hiremath

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to Shweta S Hiremath** The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

A handwritten signature in black ink that reads "Rituja Khunteta".

and

**Shweta S Hiremath**

Signature -

## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

Variable component per annum: INR 60,000

\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

## Confidentiality & Authorization to Work

As a condition of full-time employment, you will be requested to sign this document, which is also a Confidentiality Agreement. Anytime you breach or pass any kind of confidential information to friends, family or any other company could lead to immediate termination.

You should also note that you will be required

- Submit proof of citizenship
- 10-12 mark sheets
- 2 photographs
- Last degree mark sheets
- Permanent residency in India or authorization to work in India within three business days of your date of hire.

## Terms and Conditions

### 1. At-Will Employment

If you choose to accept this offer, please understand your employment is “at-will,” voluntarily entered into, and is for at least one year period. Failing to serve for less than one year Thrillophilia has full rights to forfeit your bonus, performance incentives, variable component, and salary deductions over the last months of your service. You are free to resign at any time, for any reason, or for no reason. But you need to serve a notice period of two months, even if left during the probation period. Also, Thrillophilia is free to conclude its at-will employment relationship with you at any time, with or without cause.

### 2. Non-Competition During Employment

The Thrillophilia prohibits the Employee from participating in or planning to participate in a competitive business while employed by the Thrillophilia. During the employment term, the Employee shall not, in



any fashion, participate or engage in any activity or other business competitive with the Thrillophilia's business. In addition, the Employee, while employed, shall not take any action without the Thrillophilia's prior written consent to establish, form, or become employed by a competing business on termination of employment by the Thrillophilia. The Employee's failure to comply with the provisions of the preceding sentence shall give the Thrillophilia the right to terminate any benefits or compensation that the Employee may be otherwise entitled to following termination of this Agreement.

### 3. Term of Employment

You shall be employed for the first three months on a probation basis, and based on his/her performance further action will be taken. After serving for three months, this Agreement is extended by mutual written consent of the parties. During the Probation period, due to non-performance, the company can terminate your employment by giving a two-week notice period.

### 4. Place of Employment

During the employment term, the base location of an Employee to perform the services would be **Jaipur**. The Employee acknowledges that the Thrillophilia may from time to time require the Employee to travel temporarily to other locations on the Thrillophilia's business.

### 5. Salary

The basic salary payable to the Employee shall be increased annually by employee performance and company performance. Once the employee puts in his resignation letter, then during the notice period, salary will not be paid and will be cleared during settlement. During the probation period, salaries will be paid on the 15<sup>th</sup> of the next month. Once an employee gets confirmed after successful completion of his notice period, salary for a month is paid by the 5<sup>th</sup> of the next month.

### 6. Incentives

Employees will receive their Incentives on the basis of performance.

### 7. Leaves

You are entitled to 22 leaves (14 Paid Leaves + 8 Sick Leaves) in a year. In addition to these leaves, there will also be yearly holidays for all employees. However, during the Internship period, the employee cannot take any leave. Exceptional leaves can be granted based on manager discretion.

### 8. Expenses

Thrillophilia shall reimburse the Employee for reasonable expenses incurred in connection with the Employee's performance of his / her duties including travel expenses, food, and lodging while away from his base work location, pursuant to the Thrillophilia's reimbursement policies.

## 9. Employee's Right of Ownership

All inventions conceived or developed by the Employee during the term of this Agreement shall remain the property of Thrillophilia, provided, however, that as to all such inventions with the respect that the equipment, supplies, facilities, or trade secret information of the Thrillophilia was used, or that relate to the business of the Thrillophilia or to the Thrillophilia's actual or demonstrably anticipated research and development, or that result from any work performed by the Employee for the Thrillophilia shall remain the property of the Thrillophilia.

## 10. Employee Termination/Resignation

The employee will have to serve the company Thrillophilia for a period of one year to the minimum. If the employee wishes to terminate/resign before the completion of one year of his or her service with Thrillophilia, the employee will have to pay out an amount equal to his or her one-month compensation at Thrillophilia. In case a disassociation happens between the employee and the company within 30 days of the joining date, the company will not be liable to pay compensation for the days served.

The Employee will have to give Thrillophilia a two-month prior written notice of resignation whenever he chooses to resign. The Employee may retire after age 60 and upon proper notice.

11.1 Termination on Retirement. This Agreement shall be terminated by the Employee's voluntary retirement, that retirement shall be effective on the last day of any fiscal year, provided that the effective date of retirement occurs after the Employee's 60th birthday, and that the Employee gives the Thrillophilia six months' prior written notice.

11.2 The employment Agreement will automatically terminate if the Employee becomes permanently disabled.

11.3 Termination upon Death. If the employee dies during the period of employment this Agreement shall then be terminated. The employment Agreement may terminate upon proper notice after a merger or sale of assets by the Thrillophilia.

11.4 Termination or Assignment on Merger. In the event of a merger where the Thrillophilia is not the surviving entity, or of a sale of all or substantially all of the Thrillophilia's assets, the Thrillophilia may, at its sole option (1) assign this Agreement and all rights and obligations under it to any business entity that succeeds to all or substantially all of the Thrillophilia's business through that merger or sale of assets, or (2) on at least 30 days prior written notice to the Employee, terminate this Agreement effective on the date of the merger or sale of assets.

## 12. Non-Disclosure after Termination

After termination of employment, the Employee will still be prohibited for a period of five years from disclosing Thrillophilia's trade secrets and any confidential information. Because of his / her employment by the Thrillophilia, the Employee will have access to trade secrets and confidential information about the Thrillophilia, its products, its customers, and its methods of doing business. In consideration of his / her access to this information, the Employee agrees that for a period of five years after termination of his / her employment, he/she will not disclose such trade secrets or confidential information.

## 13. Entire Agreement

This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties. No amendments to this Agreement may be made except by a writing signed by both parties. By signing this agreement you ensure that you have read all the policies and agree to them.

## 14. Notices

Any notice to the Thrillophilia required or permitted under this Agreement shall be given in writing to the Thrillophilia, either by personal service or by registered or certified mail, postage prepaid, addressed to Abhishek Daga (Founder of Thrillophilia) at its then principal place of business. Any such notice to the Employee shall be given in a like manner and, if mailed, shall be addressed to the Employee at his / her home address then shown in the Thrillophilia's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given

(1) on the date of service, if served personally on the party to whom notice is to be given, or

(2) on the second business day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this section.

## 15. General Provisions

15.1 Governing Law & Jurisdiction. This agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the state of Rajasthan under Rajasthan state government Judiciary without reference to conflict of law principles. In the event of a lawsuit or any legal proceeding involving this Agreement, the Employee will have to pay the Thrillophilia costs and expenses, including reasonable attorney fees.

15.2 Costs of Litigation. In the event any action is brought to enforce this Agreement, the Employee shall be entitled to recover its costs of enforcement including, without limitation, attorneys' fees and court costs.

#### 16. Force Majeure.

In the event that Employee is unable to perform any of its obligations under this Agreement because of any Act of God, strike, fire, flood, governmental acts, orders or restrictions, Internet system unavailability, system malfunctions, or any other reason where failure to perform is beyond the reasonable control and not caused by the negligence of the Employee (a "Force Majeure Event") if Thrillophilia has been so affected shall give notice immediately to Employee and Employee shall use its reasonable best efforts to resume performance. However, if the period of non-performance exceeds 30 days from receipt of notice of the Force Majeure Event, the Employee may be terminated and his assets like pending salary, sales incentive, bonus, etc can be forfeit, by giving written notice.

#### 17. Confidentiality

Even after the termination of the Agreement, the Employee may still have certain responsibilities such as keeping information confidential for five years and he cannot share any business secrets of Thrillophilia. Any information related to compensation need not be disclosed or discussed with any colleague.

#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.


Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**Shweta S Hiremath**

Date: 05/03/2022

A handwritten signature in green ink, appearing to read "Shweta", is written over a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.

## Thrillophilia Offer Letter & Employment Agreement

### Congratulations Sree Sankaran C

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to Sree Sankaran C** The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

A handwritten signature in black ink that reads "Rituja Khunteta".

and

**Sree Sankaran C**

Signature -

## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

Variable component per annum: INR 60,000

\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

## Confidentiality & Authorization to Work

As a condition of full-time employment, you will be requested to sign this document, which is also a Confidentiality Agreement. Anytime you breach or pass any kind of confidential information to friends, family or any other company could lead to immediate termination.

You should also note that you will be required

- Submit proof of citizenship
- 10-12 mark sheets
- 2 photographs
- Last degree mark sheets
- Permanent residency in India or authorization to work in India within three business days of your date of hire.

## Terms and Conditions

### 1. At-Will Employment

If you choose to accept this offer, please understand your employment is “at-will,” voluntarily entered into, and is for at least one year period. Failing to serve for less than one year Thrillophilia has full rights to forfeit your bonus, performance incentives, variable component, and salary deductions over the last months of your service. You are free to resign at any time, for any reason, or for no reason. But you need to serve a notice period of two months, even if left during the probation period. Also, Thrillophilia is free to conclude its at-will employment relationship with you at any time, with or without cause.

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any fashion, participate or engage in any activity or other business competitive with the Thrillophilia's business. In addition, the Employee, while employed, shall not take any action without the Thrillophilia's prior written consent to establish, form, or become employed by a competing business on termination of employment by the Thrillophilia. The Employee's failure to comply with the provisions of the preceding sentence shall give the Thrillophilia the right to terminate any benefits or compensation that the Employee may be otherwise entitled to following termination of this Agreement.

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This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties. No amendments to this Agreement may be made except by a writing signed by both parties. By signing this agreement you ensure that you have read all the policies and agree to them.

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Any notice to the Thrillophilia required or permitted under this Agreement shall be given in writing to the Thrillophilia, either by personal service or by registered or certified mail, postage prepaid, addressed to Abhishek Daga (Founder of Thrillophilia) at its then principal place of business. Any such notice to the Employee shall be given in a like manner and, if mailed, shall be addressed to the Employee at his / her home address then shown in the Thrillophilia's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given

(1) on the date of service, if served personally on the party to whom notice is to be given, or

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15.2 Costs of Litigation. In the event any action is brought to enforce this Agreement, the Employee shall be entitled to recover its costs of enforcement including, without limitation, attorneys' fees and court costs.

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#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.


Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**Sree Sankaran C**

Date: 05/03/2022

A green handwritten signature is written over a blue circular official seal. The seal contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.

Ref: TC/HR/OFL/JULY -22

07<sup>th</sup> July 2022  
Bangalore

Neha Shukla  
No,17/2 ,#13 ,11Th Cross Main,RBI Colony  
CBI Road, Gangangar Bengaluru, Karnataka, 560032

Dear Neha Shukla,

**We are pleased to offer you the position of “Software Engineer - Research and Development” in our Organization.** Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than 11th July 2022.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e.11th July 2022.

#### Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 6,00,000 /-(Rupees Six Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

#### Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

#### Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

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## Overseas Assignments

- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC ( From both Telaverge and Yourself).

**Probation:** If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

## Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

## Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

## Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

## Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not

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disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

## Past record

If any declaration is given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case, you will be liable to removal from service without any notice.

## What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

## Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.
- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

## Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company

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has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

- b. In case you leave the organization within two years from the date of joining i.e 11th July 2022, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
  - Compensation/Stipend paid during training / Internship period
  - Joining Bonus paid
  - Retention Bonus paid
  - Housing Deposit
  - Training in the US (Travel and stay)
  - Car leasing Benefit if any
- c. In case you leave the organization within Six months from the date of joining you are also liable to pay administrative charges of Rs. 25,000/- ( Rupees Twenty Five Thousand )and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
- d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- e. If no projects are assigned to you (Bench) then the notice period shall be two months.
- f. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the mandatory Three months notice period as stated in our Company policy and Salary will be on hold once the resignation is submitted and final settlement will be made as per the process. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

## After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

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CIN No. U72200KA2016PTC086409



We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

**NS Ajithkumar**

**Authorized Signatory**

CC: HR File Acceptance Signature/Date: \_\_\_\_\_

**Neha Shukla**

**Contact Us :**

E : [hr@telaverge.com](mailto:hr@telaverge.com)

T : 9980003482

[www.telavergecommunications.com](http://www.telavergecommunications.com)

**Registered Office:**

Ground Floor, South Central, # 23 & 24 EPIP 1st Phase,  
KIADB Whitefield, Bangalore – 560 066, India

CIN No. U72200KA2016PTC086409



## Annexure - A

### Salary / Compensation Breakup

Name : Neha Shukla

Designation : Software Engineer - Research & Development

Particulars	Per Month	Annual
Basic Pay	13,916	166,992
HRA	4,871	58,452
LTA	2,319	27,828
Food Allowance	2,200	26,400
Special Allowance (Flexi Benefits)	14,643	175,716
PF Company's Contribution	1,810	21,720
<b>Gross Salary</b>	<b>39,759</b>	<b>477,108</b>
<b>Benefits</b>		
Mediclaime Insurance (Sum assured 10 Lakhs Per Life ) & GPA		38,509
GTLI 4 times of the CTC		1,810
Gratuity		8,028
Fixed Bonus		20,000
<b>Benefits Total</b>		<b>68,347</b>
<b>Gross Salary</b>		<b>545,455</b>
Variable pay		54,545
<b>Total CTC to the Company</b>		<b>600,000</b>
<b>One Time Joining Bonus</b>		<b>200,000</b>

\*Gratuity will be applicable as per Gratuity Act, 1972.

\*\* Flexi Benefit is a part of Special Allowance: On production of Bills by February 2023 amount will be considered for tax benefit purpose.

- Telephone and Broadband 2000 pm
- Books 1000 pm

\*\*\* Variable pay of max 10% of your CTC will be paid based on the organization performance and this will be decided at the end of the Financial year based on the overall performance of the company. You will be eligible for variable pay only if you are an employee of a Telaverge at the time of variable pay allocation.

\*\*\*\*You are also Eligible for Employee stock options and the same may fetch you additional income if you are a long term player in the company. Stock options are allocated after completing 2 years in the company and the same can be vested in 4 Years.

\*\*\*\*\*The exact premium varies based on the number of persons insured and the age band.

**PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.**

#### Contact Us :

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KIADB Whitefield, Bangalore – 560 066, India  
CIN No. U72200KA2016PTC086409



To,  
**Amith L**  
Subject: Internship Letter

Date: December 14th 2021

Dear Amith L,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

- Number of working days is 6 days in a week.
- Your First Month (30 days) salary will be dispersed along with your 4<sup>th</sup> month salary.
- During this Internship you are eligible to get Rs 200,000/- Rupees as incentive based on your performance.
- During your internship, you are expected to be disciplined and sincere towards your job responsibility.
- Based on your performance, PPO will be released before the completion of your internship at Intellipaat.
- The company reserves the right to pay or recover salary in lieu of the notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on Gross Salary
- You need to serve 30days of notice period without fail, or else the management of Intellipaat can hold your salary/ experience letter / relieving letter after joining.
- Minimum working duration must be 9 hours including one-hour lunch/dinner break.
- After the successful completion of 6 Months Internship period total CTC would be 900,000 INR.

Again, congratulations and we look forward to working with you.

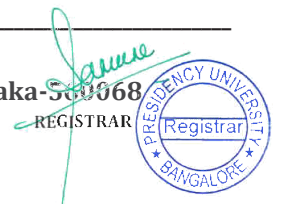
Yours truly,  
For Intellipaat Software Solutions Private Limited



**Dev Bisht**  
Director- Human Resources

Intellipaat Software Solutions Pvt. Ltd.

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Skandesh R Sharma**  
Subject: **Internship Letter**

**Date: December 14th 2021**

Dear Skandesh R Sharma,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

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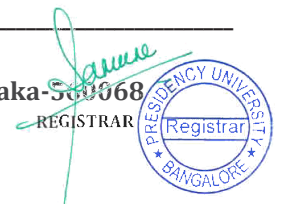
Yours truly,  
**For Intellipaat Software Solutions Private Limited**



**Dev Bisht**  
Director- Human Resources

**Intellipaat Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068





To,  
**Guggilla Mohanth Srinivas**  
Subject: Internship Letter

Date: December 14th 2021

Dear Guggilla Mohanth Srinivas,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

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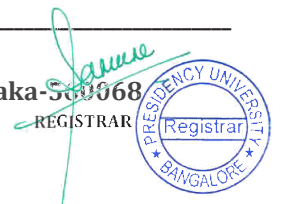
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For Intellipaat Software Solutions Private Limited



**Dev Bisht**  
Director- Human Resources

Intellipaat Software Solutions Pvt. Ltd.

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Nishchal Rao**  
Subject: **Internship Letter**

Date: **December 14th 2021**

Dear Nishchal Rao,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

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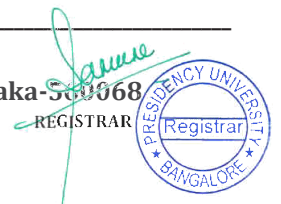
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**Dev Bisht**  
Director- Human Resources

**Intellipaat Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**K Kiran Krishna**  
Subject: **Internship Letter**

**Date: December 14th 2021**

Dear K Kiran Krishna,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

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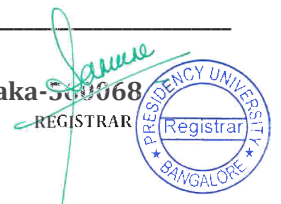
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For **Intellipaat Software Solutions Private Limited**



**Dev Bisht**  
Director- Human Resources

**Intellipaat Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Keerthivasan M S**  
Subject: **Internship Letter**

Date: **December 14th 2021**

Dear Keerthivasan M S,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

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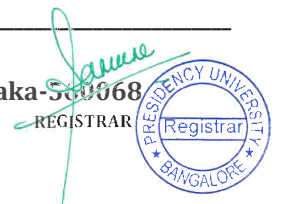
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**Dev Bisht**  
Director- Human Resources

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AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
Sahana S V  
Subject: Internship Letter

Date: December 14th 2021

Dear Sahana S V,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

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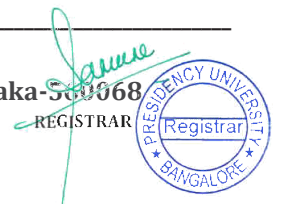
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Dev Bisht  
Director- Human Resources

Intellipaat Software Solutions Pvt. Ltd.

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
**Madhu Sudhan G S**  
Subject: **Internship Letter**

Date: **December 14th 2021**

Dear Madhu Sudhan G S,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

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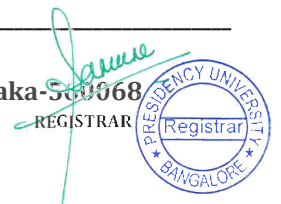
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**Dev Bisht**  
Director- Human Resources

**Intellipaat Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068





To,  
**Niranjan S M**  
Subject: **Internship Letter**

**Date: December 14th 2021**

Dear Niranjan S M,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

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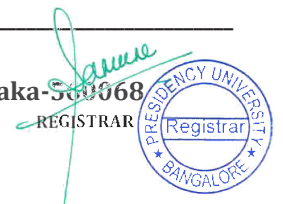
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**Dev Bisht**  
Director- Human Resources

**Intellipaat Software Solutions Pvt. Ltd.**

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



To,  
Naveen Kumar S  
Subject: Internship Letter

Date: December 14th 2021

Dear Naveen Kumar S,

In reference to your application, we would like to congratulate you on being selected for internship with **Intellipaat Software Solutions Pvt. Ltd.** Your work is scheduled to start from **24<sup>th</sup> January,2022** for a period of 6 Months. During this period, you will get paid Rs. 22,000/month (Rupees Twenty-Two Thousand Only) and you will be working as an '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

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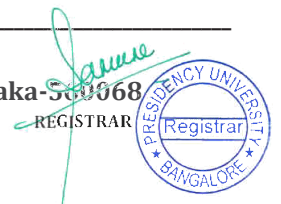
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Dev Bisht  
Director- Human Resources

Intellipaat Software Solutions Pvt. Ltd.

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068



# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Shaik Luqhman  
Presidency University,  
Bangalore.

Dear Luqhman,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment's and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

# SPR

## Human Capital Solutions

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**NOTE : THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY**

If you have any questions, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

---

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258  
Visit: [www.sprhumancapitalsolutions.com](http://www.sprhumancapitalsolutions.com), Email: [hr@sprhumancapitalsolutions.com](mailto:hr@sprhumancapitalsolutions.com)

*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Boyina Venkata Ramana  
Presidency University,  
Bangalore.

Dear Ramana,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year (one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

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# SPR

## Human Capital Solutions

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*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

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Signature

Date

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# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Deepika A C  
Presidency University,  
Bangalore.

Dear Deepkia,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Arzam Asker Abdulla  
Presidency University,  
Bangalore.

Dear Abdulla,

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# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Pala Avinash  
Presidency University,  
Bangalore.

Dear Avinash,

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE



# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Sarvasetty Sai Satya Shreyas  
Presidency University,  
Bangalore.

Dear Satya,

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*Mahalaxmi*



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# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Sneha M  
Presidency University,  
Bangalore.

Dear Sneha,

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

S Gagana  
Presidency University,  
Bangalore.

Dear Gagana,

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## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Chandan S  
Presidency University,  
Bangalore.

Dear Chandan,

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE



**OFFER LETTER**

Date: 12/02/22

Pruthvik Hampali  
Presidency University,  
Bangalore.

Dear Pruthvik,

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PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

A C Yamuna Theja  
Presidency University,  
Bangalore.

Dear Yamuna,

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE



# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

S Triveni Kumar  
Presidency University,  
Bangalore.

Dear Triveni,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year (one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment's and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

# SPR

## Human Capital Solutions

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**NOTE : THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY**

If you have any questions, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

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Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258  
Visit: [www.sprhumancapitalsolutions.com](http://www.sprhumancapitalsolutions.com), Email: [hr@sprhumancapitalsolutions.com](mailto:hr@sprhumancapitalsolutions.com)



# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Gudipudi Aravind  
Presidency University,  
Bangalore.

Dear Aravind,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

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Date

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Mohammed Shariq  
Presidency University,  
Bangalore.

Dear Shariq,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year (one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

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Yours sincerely

S.MAHALAXMI

Human Resources

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Date

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Visit: [www.sprhumancapitalsolutions.com](http://www.sprhumancapitalsolutions.com), Email: [hr@sprhumancapitalsolutions.com](mailto:hr@sprhumancapitalsolutions.com)

*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE



**OL No: TN821****28 December 2021**Dear **Nagaraju V**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**OJT Start Date: **31 January 2022**OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to pay a compensation equal to 1 month stipend or 1 month notice period.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

As a part of the joining process, you are requested to bring the following documents on the day of joining.

Photocopies of

- SSLC (X Std) Marks Card / 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- **Negative RT-PCR Report is mandatory. It should not be older than 48 hours (Even if you are fully vaccinated).**

Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN821**

**28 December 2021**

Dear **B H Lavanya**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**

OJT Start Date: **31 January 2022**

OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per Month

Incentives : INR **10000**

Target: **220000** INR per month.

Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to pay a compensation equal to 1 month stipend or 1 month notice period.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

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Please bring the original education certificates / mark sheets (10th or 12th).

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SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



**OL No: TN822****28 December 2021**

Dear N Shiva Tulshi Kumar

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**OJT Start Date: **31 January 2022**OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

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SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Galam Guru Sreedhar  
Presidency University,  
Bangalore.

Dear Sreedhar,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year (one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

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## Human Capital Solutions

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*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

Declaration

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Signature

Date

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Visit: [www.sprhumancapitalsolutions.com](http://www.sprhumancapitalsolutions.com), Email: [hr@sprhumancapitalsolutions.com](mailto:hr@sprhumancapitalsolutions.com)

*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Nallagu Sunil  
Presidency University,  
Bangalore.

Dear Sunil,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

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*Mahalaxmi*



Yours sincerely

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Aaryan  
Presidency University,  
Bangalore.

Dear Aaryan,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

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*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

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Date

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# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Sachin H  
Presidency University,  
Bangalore.

Dear Sachin,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year (one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment's and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

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# SPR

## Human Capital Solutions

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Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

---

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258  
Visit: [www.sprhumancapitalsolutions.com](http://www.sprhumancapitalsolutions.com), Email: [hr@sprhumancapitalsolutions.com](mailto:hr@sprhumancapitalsolutions.com)

*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Shaik Sulaiman Basha  
Presidency University,  
Bangalore.

Dear Sulaiman,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment's and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.



# SPR

## Human Capital Solutions

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**NOTE : THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY**

If you have any questions, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

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# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Y Sai Venkat  
Presidency University,  
Bangalore.

Dear Venkat,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

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# SPR

## Human Capital Solutions



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*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

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Signature

Date

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Anup V Jadhav  
Presidency University,  
Bangalore.

Dear Anup,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year(one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

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Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

# SPR

## Human Capital Solutions

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*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

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*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

# SPR

## Human Capital Solutions



### OFFER LETTER

Date: 12/02/22

Shree Harsha Y  
Presidency University,  
Bangalore.

Dear Harsha,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academics year (one Month training Period) You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 21,500/Month (includes TA+HRA+PF+ESI). You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

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# SPR

## Human Capital Solutions

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Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

*Mahalaxmi*



Yours sincerely

S.MAHALAXMI

Human Resources

Declaration

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Agreed and Accepted:

Signature

Date

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Visit: [www.sprhumancapitalsolutions.com](http://www.sprhumancapitalsolutions.com), Email: [hr@sprhumancapitalsolutions.com](mailto:hr@sprhumancapitalsolutions.com)

*Sanne*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

**OL No: TN827**

**28 December 2021**

Dear **Pramodh N**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**

OJT Start Date: **31 January 2022**

OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per Month

Incentives : INR **10000**

Target: **220000** INR per month.

Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to pay a compensation equal to 1 month stipend or 1 month notice period.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

As a part of the joining process, you are requested to bring the following documents on the day of joining.

Photocopies of

- SSLC (X Std) Marks Card / 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- **Negative RT-PCR Report is mandatory. It should not be older than 48 hours (Even if you are fully vaccinated).**

Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN828**

**28 December 2021**

Dear **Pramod R**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**

OJT Start Date: **31 January 2022**

OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per Month

Incentives : INR **10000**

Target: **220000** INR per month.

Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to pay a compensation equal to 1 month stipend or 1 month notice period.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
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- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



## ANNEXURE

As a part of the joining process, you are requested to bring the following documents on the day of joining.

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Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

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SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN829**

**28 December 2021**

Dear **Vishwas N C**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

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OJT Start Date: **31 January 2022**

OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per Month

Incentives : INR **10000**

Target: **220000** INR per month.

Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
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Please indicate your acceptance of this offer by signing below.

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SIGNATURE: \_\_\_\_\_

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DATE: \_\_\_\_\_

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SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN830****28 December 2021**Dear **Mohammed Afrid Nv**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

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Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
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SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



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SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN831****28 December 2021**Dear **Yallaling**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

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Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

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Please indicate your acceptance of this offer by signing below.

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(Candidate's Signature)

DATE: \_\_\_\_\_

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SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN832****28 December 2021**Dear **Alwin John**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**OJT Start Date: **31 January 2022**OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to pay a compensation equal to 1 month stipend or 1 month notice period.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



## ANNEXURE

As a part of the joining process, you are requested to bring the following documents on the day of joining.

Photocopies of

- SSLC (X Std) Marks Card / 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- **Negative RT-PCR Report is mandatory. It should not be older than 48 hours (Even if you are fully vaccinated).**

Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN833**

**28 December 2021**

Dear **Obula Reddy Dinesh Kumar Reddy**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

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Location of Training: Bangalore

Stipend: INR **15000** Per Month

Incentives : INR **10000**

Target: **220000** INR per month.

Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
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- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

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(Candidate's Signature)

DATE: \_\_\_\_\_

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Please bring the original education certificates / mark sheets (10th or 12th).

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{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN835****28 December 2021**Dear **Yasam Sudharshan**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**OJT Start Date: **31 January 2022**OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
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- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



## ANNEXURE

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Photocopies of

- SSLC (X Std) Marks Card / 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- **Negative RT-PCR Report is mandatory. It should not be older than 48 hours (Even if you are fully vaccinated).**

Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN836**

**28 December 2021**

Dear **Prasanna K V**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

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OJT Start Date: **31 January 2022**

OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per Month

Incentives : INR **10000**

Target: **220000** INR per month.

Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
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- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

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Photocopies of

- SSLC (X Std) Marks Card / 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
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- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- **Negative RT-PCR Report is mandatory. It should not be older than 48 hours (Even if you are fully vaccinated).**

Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

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SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



WINSPARK INNOVATIONS LEARNING PVT  
LTD.  
1108-1109, 11<sup>th</sup> floor, JMD Megapolis, Sohna Road, Gurgaon  
<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

**To**

**S P Ravikumar**

Employee Code: \_PS0404

Dear Ravi,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.


We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  


Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
<b>Gross Salary</b>	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

**4. Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall





assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

**1. Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

**2. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

**3. Termination of Service:**

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

**4. Appointment in Good Faith:**

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE



WINSPARK INNOVATIONS LEARNING PVT  
LTD.  
1108-1109, 11<sup>th</sup> floor, JMD Megapolis, Sohna Road, Gurgaon  
<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

**To**

**Velapula Rishi Sharma**

Employee Code: \_PS0405

Dear Rishi

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  
  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE

Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
<b>Gross Salary</b>	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

**4. Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall



assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

**1. Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

**2. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

**3. Termination of Service:**

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

**4. Appointment in Good Faith:**

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

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Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar



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LTD.  
1108-1109, 11<sup>th</sup> floor, JMD Megapolis, Sohna Road, Gurgaon  
<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

To

**Kambanna Gari Girish**

Employee Code: \_PS0406

Dear Girish,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  
  
Presidency University  
Registrar  
Bangalore



Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
<b>Gross Salary</b>	27400	328800
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Employer PF Contribution	1800	21600
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**2. Probation**

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**4. Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall



assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

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**2. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

**3. Termination of Service:**

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Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE

## Offer Letter

**Mr. L Manoj**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear L Manoj,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday**.
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
5. This offer is provisional in nature and the regular offer of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.
6. After successfully completion of the 3 months' probation period your salary will revised as per **Annexure B**.
7. If you accept the above, please report to the HR Department of sunstone Education Technology Pvt. Ltd. On the date mentioned above at 11:00 AM along with the following:
  - (a) 6 passport size color photographs.
  - (b) Proof of age certificate along with the photocopy.
  - (c) Proof of academic / technical qualifications certificates along with the photocopies.
  - (d) Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
  - (e) Last pay drawn certificate, if in employment.
  - (f) Form16 from Last Employer, if in employment
  - (g) PAN Card

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

**+91 8860 22 34 56**  
**+91 8800 92 08 08**

[www.sunstone.edu.in](http://www.sunstone.edu.in)  
[connect@sunstone.edu.in](mailto:connect@sunstone.edu.in)

REGISTRAR



- (h) Cancelled Cheque / Photocopy of Credit Card
  - (i) Appointment letter from current employer
  - (j) Last increment letter from current from current employer, if in employment
  - (k) Residence Address Proof
8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

AVP- Human Resources

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

+91 8860 22 34 56  
+91 8800 92 08 08

www.sunstone.edu.in  
connect@sunstone.edu.in

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## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

Components Monthly Annual	Monthly	Annual
Basic	11,379	1,36,550
HRA	5,690	68,275
Other Allowance	5,690	68,275
<b>Gross CTC (A)</b>	<b>22,758</b>	<b>2,73,100</b>
<b>Deductions</b>		
Provident Fund	1,366	16,386
Company Contribution to Provident Fund	1,366	16,386
<b>Total (B)</b>	<b>2,731</b>	<b>32,772</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
Company Contribution to Provident Fund	1,750	21,000
<b>Total (B)</b>	<b>3,500</b>	<b>42,000</b>
Performance Linked Incentive*		1,50,000
<b>Total CTC</b>		<b>5,00,000</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>25,667</b>	<b>3,08,000</b>

\*Performance Linked Incentive will be paid annually.

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

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## Offer Letter

**Mr. Mohammed Haris**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear Mohammed Haris,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday**.
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
5. This offer is provisional in nature and the regular offer of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.
6. After successfully completion of the 3 months' probation period your salary will revised as per **Annexure B**.
7. If you accept the above, please report to the HR Department of sunstone Education Technology Pvt. Ltd. On the date mentioned above at 11:00 AM along with the following:
  - (a) 6 passport size color photographs.
  - (b) Proof of age certificate along with the photocopy.
  - (c) Proof of academic / technical qualifications certificates along with the photocopies.
  - (d) Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
  - (e) Last pay drawn certificate, if in employment.
  - (f) Form16 from Last Employer, if in employment
  - (g) PAN Card

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- (h) Cancelled Cheque / Photocopy of Credit Card
  - (i) Appointment letter from current employer
  - (j) Last increment letter from current from current employer, if in employment
  - (k) Residence Address Proof
8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

AVP- Human Resources

**regd office**

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## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

Components Monthly Annual	Monthly	Annual
Basic	11,379	1,36,550
HRA	5,690	68,275
Other Allowance	5,690	68,275
<b>Gross CTC (A)</b>	<b>22,758</b>	<b>2,73,100</b>
<b>Deductions</b>		
Provident Fund	1,366	16,386
Company Contribution to Provident Fund	1,366	16,386
<b>Total (B)</b>	<b>2,731</b>	<b>32,772</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
Company Contribution to Provident Fund	1,750	21,000
<b>Total (B)</b>	<b>3,500</b>	<b>42,000</b>
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<b>Total CTC</b>		<b>5,00,000</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>25,667</b>	<b>3,08,000</b>

\*Performance Linked Incentive will be paid annually.

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

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## Offer Letter

**Mr. Lava B**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear Lava B,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday**.
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
5. This offer is provisional in nature and the regular offer of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.
6. After successfully completion of the 3 months' probation period your salary will revised as per **Annexure B**.
7. If you accept the above, please report to the HR Department of sunstone Education Technology Pvt. Ltd. On the date mentioned above at 11:00 AM along with the following:
  - (a) 6 passport size color photographs.
  - (b) Proof of age certificate along with the photocopy.
  - (c) Proof of academic / technical qualifications certificates along with the photocopies.
  - (d) Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
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- (h) Cancelled Cheque / Photocopy of Credit Card
  - (i) Appointment letter from current employer
  - (j) Last increment letter from current from current employer, if in employment
  - (k) Residence Address Proof
8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

AVP- Human Resources

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## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

Components Monthly Annual	Monthly	Annual
Basic	11,379	1,36,550
HRA	5,690	68,275
Other Allowance	5,690	68,275
<b>Gross CTC (A)</b>	<b>22,758</b>	<b>2,73,100</b>
<b>Deductions</b>		
Provident Fund	1,366	16,386
Company Contribution to Provident Fund	1,366	16,386
<b>Total (B)</b>	<b>2,731</b>	<b>32,772</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
Company Contribution to Provident Fund	1,750	21,000
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\*Performance Linked Incentive will be paid annually.

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**Date :16th Dec 2021**

Dear **Harsha K Naik**

Congratulations! We are pleased to offer you to join MyCaptain, Bangalore under the following terms and conditions-

**Role: Business Operations Executive**

Location: Bangalore ,India

Compensation :We confirm offering annual compensation of INR **4,50,000/-**(Four Lakh Fifty thousand only) comprising INR **3,24,000/-** (Fixed Component) & variable component of INR **1,26,000/-**

#### **Probation**

You will be under probation for a period of 90 days (3 months) from the date of joining and will be made a confirmed employee after a review of your performance during the probationary period.

#### **Benefits**

You are eligible for Annual Leave as per the company Leave Policy post your probation. You will also be eligible for Medical Insurance for yourself.

We have prepared a Terms of Employment for your review and acceptance which details the complete terms of your employment with MyCaptain available in the Annexure.If you choose to accept this offer of employment, please revert to our mail confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,



**Anush Ramachandran**  
**Senior HR Manager**



Climber Knowledge & Careers Pvt Ltd  
3rd Floor, Classic Arena, Hosur Road  
AECS Layout - A Block, Singasandra  
Bengaluru, Karnataka 560068  
CIN: U93000MH2016PTC273870

Email : hr@mycaptain.in  
Phone: +91 9513987661

**EMPLOYEE STATEMENT:**

I agree with and accept the terms set forth in this letter.

Print Name

Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE



## ANNEXURE

### TERMS OF EMPLOYMENT

Your employment for MyCaptain will be governed by Company's policies, as modified, from time to time and at Company's sole discretion. The terms and conditions contained herein ("Terms of Employment") must be read as part of all of the Company's current policies. These Terms of Employment and the policies shall be subject to modifications, from time to time.

#### Effectiveness

This agreement shall become effective on the commencement of your employment with the Company.

The Company reserves the right to withdraw the offer made to you even after the acceptance of such an offer by you, if the Company becomes aware of any material information that may have been concealed or misrepresented by you at the time the offer was made by the Company. The start date of your employment at MyCaptain will be informed by the company.

You are requested to abide by guidelines and regulations of the office and required to maintain the code of conduct and disciplinary rules, which may be framed or modified from time to time.

During the course of your employment, you will employ yourself efficiently and diligently to the best of your ability and devote your whole time and attention to the interests of the company and carry out all duties and responsibilities assigned to you and shall comply with all lawful orders and directions given to you by the Management.

#### Probation

You will be on probation for a period of Ninety(90 days) from the date of commencement of employment with the company. While on probation the company may terminate your services by providing one (1) month's notice in writing. The company reserves the right to extend your probation beyond ninety(90 days) due to performance or behaviour issues. Your probation period will expire after a period of ninety (90 days) after your effective start date unless otherwise communicated by the company. If you desire to resign from employment during the probation period, you shall provide the company Thirty(30) days of prior written notice with reasons for such a resignation.

Your salary during the probation period shall be **INR 18,000 plus incentives**, comprising INR 15,000 (Fixed Component) & INR 3,000 (Variable Component) .

### Hours of Work

A working day will comprise 9 hours which is inclusive of a break of 1 hour. Your working hours will be 11.30 am to 8.30 pm Monday to Saturday. In view of your position in the company, you will effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever it is required. The company may also introduce staggered work shifts from time to time. You are requested to make changes to your work timings to accommodate these changes.

### Salary and Benefits

Your monthly salary package will be as per the terms mentioned in this letter. Your compensation package may differ based on period reviews. This is as per the compensation policy applicable to other employees of your category in your respective department as detailed below.

Your compensation will be reviewed on an yearly basis and any salary increase will depend on various factors including your performance during the preceding performance period. Notwithstanding the above, you acknowledge that it is Company's policy to review the salary payable to its employees for successive years and such compensation may be higher or lower than the salary received for the previous year depending on various factors, including the overall performance of the Company. The Company may, at any time and in its sole discretion amend, suspend, vary and modify any of the terms and conditions of these benefits and/or policies. The salary and/or benefits offered to you by the Company may be pro-rated depending upon your effective start or effective termination date.

### Leave

You will be eligible for 30 days of Annual leave as per the company's leave policy, prorated from your date of joining. During the probation of 90 days and subsequent extension of probation you are not eligible for any leaves. All employees are eligible for holidays as per the holiday calendar published for the year. The Leave Policy may be amended from time to time as per the discretion of the Company.

## Notice Period and Termination of Services

Your services may be terminated by your giving one months' notice to the company or the company giving you one month's notice in writing. However, in a situation where a written undertaking is given by you to serve the Company for a specified period of time, the applicable notice period from your end to terminate the appointment will be as per the written undertaking given. Notice pay and any other outstanding, which may be due from you, will be deducted from Company dues payable to you on separation / and recovered from you as the case may be. During your notice period you are not entitled to leave. In case leave is granted for any emergency, this may result in extension of the notice period if the situation demands it. Company may terminate your employment immediately, with or without notice, on the occurrence of your: a. Embezzlement, intoxication or illegal drug abuse, unauthorized absence in excess of the Company leave policy, unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse of the Company's Confidential Information, gross insubordination, or receipt or attempted receipt of any impermissible rebate, kickback or other similar remuneration or consideration in connection with any potential or existing opportunity for the Company and its affiliates and their employees, contractors and clients; b. Engaging in misconduct (willful, intentional or otherwise) during or in connection with the performance of your obligations hereunder or being arrested, charged or convicted in a criminal proceeding or similar proceeding that involves a matter which Company believes, in its sole discretion, may affect the performance of your obligations hereunder, may affect the Company and/or its affiliates and their employees, contractors and/or clients or may otherwise bring the Company and/or its affiliates and their employees, contractors and/or clients any disrepute, whether or not such matter is directly related to the affairs of the Company and/or its affiliates and their employees, contractors or clients; and/or c. Involvement in any act of moral turpitude.(the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Company's policy and local laws) or (iii) other act that threatens or likely to damage Company's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Company's policies. (v) any activity leading to loss of business. d. Prolonged incompetent delivery of duties and responsibilities as judged by the Company. Upon termination or expiration of your employment, for any reason, or as otherwise requested by the Company, you will return to the Company a. Any property belonging to the Company such as laptop, desktop, SIM card, mobile phone, access card or other devices with details of any passwords or user ids installed therein. b. All confidential information and work product, including any documents and information, of whatever form or intangible, in your possession, together with copies, notes or summaries of such documents. Upon termination or expiration of your employment, all amounts due or payable from or to you by the Company shall be settled in full and an acknowledgment of such settlement shall be recorded in writing. The Company shall be entitled to, at its sole discretion, pursue any remedy available in law or in contract to ensure settlement of any amounts owed by you. The Company may be, at its sole discretion, entitled to withhold your relieving letter and all other documents regarding your employment hereunder. Any termination of employment or these Terms of Employment by Company shall be without any

further liability of Company and its affiliates and their employees, contractors or clients to you or to your successors-in-interest or assigns.

### **Non-Disclosure Agreement**

During your employment, you may have access to trade secrets or confidential business information belonging to the Company (including, but not limited to “source code”, “graphical assets”, “source repositories”, “technical documentation”, “development binaries”, “company internet accounts”, etc.). By accepting this offer, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company, all of its property, equipment, and documents, including but not limited to electronically stored information. You agree to hereby indefinitely assign ownership of any intellectual property rights and copyrights to the Company for any and all work that is done as part of your employment with the Company.

### **Non-Compete and Non-Solicitation**

The Employee undertakes, agrees and covenants with the Company that for a period of 6 (Six) months from the termination/ expiry of this contract, as the case may be (“Non-Compete Period”), the Employee shall not, either directly or indirectly work with any company, association, firm, individual or carry on any activity, which is the same as, or similar to, or which competes or is reasonably likely to compete with, the business of the Company, including, but not limited, to any company involved in the field of Education technology. The Employee acknowledges that the restrictions on competitive activity of the Employee set forth in this contract are mainly to protect the value of the Company due to loss of an employee. The Employee acknowledges and agrees that the covenants contained in this clause are no more extensive than is reasonable to protect the interests of the Company and to protect the business of the Company. During this Agreement and for a period of 6 months following the termination of this Agreement, you shall not (i) induce or attempt to induce any employee of MyCaptain to terminate, or in any way interfere with, the relationship between MyCaptain and any employee thereof, or (ii) hire directly or through another entity any person who was an employee of MyCaptain at any time during the term of this Agreement.

You agree that any rights, title and interest whatsoever, including, but not limited to, patent, copyright, trade secret and design rights, mask rights, whether registered or not, arising or created as a result of the development of and/or the application of any tangible or intangible work product or materials produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including, but not limited to, any invention, design, discovery, improvement, computer program, documentation, other material which you conceive, discover or create during or in consequence of employment hereunder (“Work Product”) shall belong exclusively to the Company. You hereby convey ownership in such rights, title and interest to the Company and its affiliates upon inception of development.

All Work Products shall constitute a work(s) made for hire under all copyright acts. To the extent that any Work Product does not constitute a work made for hire under the foregoing laws, you hereby irrevocably assign all worldwide right, title, and interest (including without limitation patents, copyright, trade secret, trademarks, design rights, contract and licensing rights) in such Work Product to Company and its affiliates. You retain no rights to use the Work Product and you agree not to challenge the validity of the Company's and its affiliates' ownership in the Work Product. You hereby forever waive all moral rights in the Work Product and any results that proceeds there from, even if after expiration or termination of your employment hereunder. If you have any rights to the Work Product that cannot be assigned to MyCaptain or its affiliates, you hereby unconditionally and irrevocably waive the enforcement of such rights and all claims and causes of action of any kind against MyCaptain and its affiliates and their employees, contractors or clients with respect to such rights and grant to MyCaptain and its affiliates an exclusive, irrevocable, perpetual, worldwide, sub licensable, fully paid-up and royalty free license to such Work Product, or part thereof. On termination or expiration of your employment or these Terms of Employment, you will deliver to the Company all Work Product, including any parts or copies thereof completed, created and/or prepared up through the date of termination and all copies thereof. You agree to, for no further consideration, execute any documents and take any other actions reasonably requested by Company and its affiliates and their clients and contractors to achieve the objectives of this Section (including waiver of any such rights including author's special rights under Section 57 of the Copyright Act 1957). In the event that Company is unable for any reason, after reasonable effort, to secure your signature on any document needed to perfect the title of Company and its affiliates, you hereby irrevocably designate and appoint Company as its duly authorized officers and agents as your agent and attorney in fact to act for and on your behalf to execute, file and verify such documents and to do all other lawfully permitted acts with the same legal force and effect as if executed by you. You agree that you will not violate or attempt to violate the intellectual property rights, interests or title of any third party. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment. The Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this section by you.

We hope you have a great learning experience with us and grow in the process of this role.

<b>Annexure</b>			
<b>Name</b>	<b>Harsha K Naik</b>		
<b>Designation</b>	<b>Business Operations Executive</b>		
<b>Department</b>	Operations		
<b>Job Location</b>	Bengaluru,Karnataka		
<b>A.</b>	<b>Fixed Components</b>	<b>INR(p.m)</b>	<b>INR(p.a)</b>
1.	Basic Salary	15000	180000
2.	HRA	6000	72000
3.	Special Allowance	6000	72000
<b>B.</b>	<b>Variable Components</b>		
	Annual Variable Cash		126000
<b>C.</b>	<b>Deductions</b>		
	Professional Tax	200	2400
	PF Employee	1800	21600
	<b>Gross Deduction</b>	2,000	24000
<b>(A+B)-C</b>	<b>Cost to Company</b>		450000
<b>A-B</b>	<b>Net Salary Pay</b>	25000	300000



**Date :16th Dec 2021**

Dear **Samrudh S**

Congratulations! We are pleased to offer you to join MyCaptain, Bangalore under the following terms and conditions-

**Role: Business Operations Executive**

Location: Bangalore ,India

Compensation :We confirm offering annual compensation of INR **4,50,000/-**(Four Lakh Fifty thousand only) comprising INR **3,24,000/-** (Fixed Component) & variable component of INR **1,26,000/-**

#### **Probation**

You will be under probation for a period of 90 days (3 months) from the date of joining and will be made a confirmed employee after a review of your performance during the probationary period.

#### **Benefits**

You are eligible for Annual Leave as per the company Leave Policy post your probation. You will also be eligible for Medical Insurance for yourself.

We have prepared a Terms of Employment for your review and acceptance which details the complete terms of your employment with MyCaptain available in the Annexure.If you choose to accept this offer of employment, please revert to our mail confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,



**Anush Ramachandran**  
**Senior HR Manager**





Climber Knowledge & Careers Pvt Ltd  
3rd Floor, Classic Arena, Hosur Road  
AECS Layout - A Block, Singasandra  
Bengaluru, Karnataka 560068  
CIN: U93000MH2016PTC273870

Email : hr@mycaptain.in  
Phone: +91 9513987661

**EMPLOYEE STATEMENT:**

I agree with and accept the terms set forth in this letter.

Print Name

Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE

## ANNEXURE

### TERMS OF EMPLOYMENT

Your employment for MyCaptain will be governed by Company's policies, as modified, from time to time and at Company's sole discretion. The terms and conditions contained herein ("Terms of Employment") must be read as part of all of the Company's current policies. These Terms of Employment and the policies shall be subject to modifications, from time to time.

#### Effectiveness

This agreement shall become effective on the commencement of your employment with the Company.

The Company reserves the right to withdraw the offer made to you even after the acceptance of such an offer by you, if the Company becomes aware of any material information that may have been concealed or misrepresented by you at the time the offer was made by the Company. The start date of your employment at MyCaptain will be informed by the company.

You are requested to abide by guidelines and regulations of the office and required to maintain the code of conduct and disciplinary rules, which may be framed or modified from time to time.

During the course of your employment, you will employ yourself efficiently and diligently to the best of your ability and devote your whole time and attention to the interests of the company and carry out all duties and responsibilities assigned to you and shall comply with all lawful orders and directions given to you by the Management.

#### Probation

You will be on probation for a period of Ninety(90 days) from the date of commencement of employment with the company. While on probation the company may terminate your services by providing one (1) month's notice in writing. The company reserves the right to extend your probation beyond ninety(90 days) due to performance or behaviour issues. Your probation period will expire after a period of ninety (90 days) after your effective start date unless otherwise communicated by the company. If you desire to resign from employment during the probation period, you shall provide the company Thirty(30) days of prior written notice with reasons for such a resignation.

Your salary during the probation period shall be **INR 18,000 plus incentives**, comprising INR 15,000 (Fixed Component) & INR 3,000 (Variable Component) .

### Hours of Work

A working day will comprise 9 hours which is inclusive of a break of 1 hour. Your working hours will be 11.30 am to 8.30 pm Monday to Saturday. In view of your position in the company, you will effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever it is required. The company may also introduce staggered work shifts from time to time. You are requested to make changes to your work timings to accommodate these changes.

### Salary and Benefits

Your monthly salary package will be as per the terms mentioned in this letter. Your compensation package may differ based on period reviews. This is as per the compensation policy applicable to other employees of your category in your respective department as detailed below.

Your compensation will be reviewed on an yearly basis and any salary increase will depend on various factors including your performance during the preceding performance period. Notwithstanding the above, you acknowledge that it is Company's policy to review the salary payable to its employees for successive years and such compensation may be higher or lower than the salary received for the previous year depending on various factors, including the overall performance of the Company. The Company may, at any time and in its sole discretion amend, suspend, vary and modify any of the terms and conditions of these benefits and/or policies. The salary and/or benefits offered to you by the Company may be pro-rated depending upon your effective start or effective termination date.

### Leave

You will be eligible for 30 days of Annual leave as per the company's leave policy, prorated from your date of joining. During the probation of 90 days and subsequent extension of probation you are not eligible for any leaves. All employees are eligible for holidays as per the holiday calendar published for the year. The Leave Policy may be amended from time to time as per the discretion of the Company.

## Notice Period and Termination of Services

Your services may be terminated by your giving one months' notice to the company or the company giving you one month's notice in writing. However, in a situation where a written undertaking is given by you to serve the Company for a specified period of time, the applicable notice period from your end to terminate the appointment will be as per the written undertaking given. Notice pay and any other outstanding, which may be due from you, will be deducted from Company dues payable to you on separation / and recovered from you as the case may be. During your notice period you are not entitled to leave. In case leave is granted for any emergency, this may result in extension of the notice period if the situation demands it. Company may terminate your employment immediately, with or without notice, on the occurrence of your: a. Embezzlement, intoxication or illegal drug abuse, unauthorized absence in excess of the Company leave policy, unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse of the Company's Confidential Information, gross insubordination, or receipt or attempted receipt of any impermissible rebate, kickback or other similar remuneration or consideration in connection with any potential or existing opportunity for the Company and its affiliates and their employees, contractors and clients; b. Engaging in misconduct (willful, intentional or otherwise) during or in connection with the performance of your obligations hereunder or being arrested, charged or convicted in a criminal proceeding or similar proceeding that involves a matter which Company believes, in its sole discretion, may affect the performance of your obligations hereunder, may affect the Company and/or its affiliates and their employees, contractors and/or clients or may otherwise bring the Company and/or its affiliates and their employees, contractors and/or clients any disrepute, whether or not such matter is directly related to the affairs of the Company and/or its affiliates and their employees, contractors or clients; and/or c. Involvement in any act of moral turpitude.(the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Company's policy and local laws) or (iii) other act that threatens or likely to damage Company's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Company's policies. (v) any activity leading to loss of business. d. Prolonged incompetent delivery of duties and responsibilities as judged by the Company. Upon termination or expiration of your employment, for any reason, or as otherwise requested by the Company, you will return to the Company a. Any property belonging to the Company such as laptop, desktop, SIM card, mobile phone, access card or other devices with details of any passwords or user ids installed therein. b. All confidential information and work product, including any documents and information, of whatever form or intangible, in your possession, together with copies, notes or summaries of such documents. Upon termination or expiration of your employment, all amounts due or payable from or to you by the Company shall be settled in full and an acknowledgment of such settlement shall be recorded in writing. The Company shall be entitled to, at its sole discretion, pursue any remedy available in law or in contract to ensure settlement of any amounts owed by you. The Company may be, at its sole discretion, entitled to withhold your relieving letter and all other documents regarding your employment hereunder. Any termination of employment or these Terms of Employment by Company shall be without any

further liability of Company and its affiliates and their employees, contractors or clients to you or to your successors-in-interest or assigns.

### **Non-Disclosure Agreement**

During your employment, you may have access to trade secrets or confidential business information belonging to the Company (including, but not limited to “source code”, “graphical assets”, “source repositories”, “technical documentation”, “development binaries”, “company internet accounts”, etc.). By accepting this offer, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company, all of its property, equipment, and documents, including but not limited to electronically stored information. You agree to hereby indefinitely assign ownership of any intellectual property rights and copyrights to the Company for any and all work that is done as part of your employment with the Company.

### **Non-Compete and Non-Solicitation**

The Employee undertakes, agrees and covenants with the Company that for a period of 6 (Six) months from the termination/ expiry of this contract, as the case may be (“Non-Compete Period”), the Employee shall not, either directly or indirectly work with any company, association, firm, individual or carry on any activity, which is the same as, or similar to, or which competes or is reasonably likely to compete with, the business of the Company, including, but not limited, to any company involved in the field of Education technology. The Employee acknowledges that the restrictions on competitive activity of the Employee set forth in this contract are mainly to protect the value of the Company due to loss of an employee. The Employee acknowledges and agrees that the covenants contained in this clause are no more extensive than is reasonable to protect the interests of the Company and to protect the business of the Company. During this Agreement and for a period of 6 months following the termination of this Agreement, you shall not (i) induce or attempt to induce any employee of MyCaptain to terminate, or in any way interfere with, the relationship between MyCaptain and any employee thereof, or (ii) hire directly or through another entity any person who was an employee of MyCaptain at any time during the term of this Agreement.

You agree that any rights, title and interest whatsoever, including, but not limited to, patent, copyright, trade secret and design rights, mask rights, whether registered or not, arising or created as a result of the development of and/or the application of any tangible or intangible work product or materials produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including, but not limited to, any invention, design, discovery, improvement, computer program, documentation, other material which you conceive, discover or create during or in consequence of employment hereunder (“Work Product”) shall belong exclusively to the Company. You hereby convey ownership in such rights, title and interest to the Company and its affiliates upon inception of development.

All Work Products shall constitute a work(s) made for hire under all copyright acts. To the extent that any Work Product does not constitute a work made for hire under the foregoing laws, you hereby irrevocably assign all worldwide right, title, and interest (including without limitation patents, copyright, trade secret, trademarks, design rights, contract and licensing rights) in such Work Product to Company and its affiliates. You retain no rights to use the Work Product and you agree not to challenge the validity of the Company's and its affiliates' ownership in the Work Product. You hereby forever waive all moral rights in the Work Product and any results that proceeds there from, even if after expiration or termination of your employment hereunder. If you have any rights to the Work Product that cannot be assigned to MyCaptain or its affiliates, you hereby unconditionally and irrevocably waive the enforcement of such rights and all claims and causes of action of any kind against MyCaptain and its affiliates and their employees, contractors or clients with respect to such rights and grant to MyCaptain and its affiliates an exclusive, irrevocable, perpetual, worldwide, sub licensable, fully paid-up and royalty free license to such Work Product, or part thereof. On termination or expiration of your employment or these Terms of Employment, you will deliver to the Company all Work Product, including any parts or copies thereof completed, created and/or prepared up through the date of termination and all copies thereof. You agree to, for no further consideration, execute any documents and take any other actions reasonably requested by Company and its affiliates and their clients and contractors to achieve the objectives of this Section (including waiver of any such rights including author's special rights under Section 57 of the Copyright Act 1957). In the event that Company is unable for any reason, after reasonable effort, to secure your signature on any document needed to perfect the title of Company and its affiliates, you hereby irrevocably designate and appoint Company as its duly authorized officers and agents as your agent and attorney in fact to act for and on your behalf to execute, file and verify such documents and to do all other lawfully permitted acts with the same legal force and effect as if executed by you. You agree that you will not violate or attempt to violate the intellectual property rights, interests or title of any third party. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment. The Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this section by you.

We hope you have a great learning experience with us and grow in the process of this role.



<b>Annexure</b>			
<b>Name</b>	<b>Samrudh S</b>		
<b>Designation</b>	<b>Business Operations Executive</b>		
<b>Department</b>	Operations		
<b>Job Location</b>	Bengaluru,Karnataka		
<b>A.</b>	<b>Fixed Components</b>	<b>INR(p.m)</b>	<b>INR(p.a)</b>
1.	Basic Salary	15000	180000
2.	HRA	6000	72000
3.	Special Allowance	6000	72000
<b>B.</b>	<b>Variable Components</b>		
	Annual Variable Cash		126000
<b>C.</b>	<b>Deductions</b>		
	Professional Tax	200	2400
	PF Employee	1800	21600
	<b>Gross Deduction</b>	2,000	24000
<b>(A+B)-C</b>	<b>Cost to Company</b>		450000
<b>A-B</b>	<b>Net Salary Pay</b>	25000	300000



**Date :16th Dec 2021**

Dear **M R Vikas Naidu**

Congratulations! We are pleased to offer you to join MyCaptain, Bangalore under the following terms and conditions-

**Role: Business Operations Executive**

Location: Bangalore ,India

Compensation :We confirm offering annual compensation of INR **4,50,000/-**(Four Lakh Fifty thousand only) comprising INR **3,24,000/-** (Fixed Component) & variable component of INR **1,26,000/-**

#### **Probation**

You will be under probation for a period of 90 days (3 months) from the date of joining and will be made a confirmed employee after a review of your performance during the probationary period.

#### **Benefits**

You are eligible for Annual Leave as per the company Leave Policy post your probation. You will also be eligible for Medical Insurance for yourself.

We have prepared a Terms of Employment for your review and acceptance which details the complete terms of your employment with MyCaptain available in the Annexure.If you choose to accept this offer of employment, please revert to our mail confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,



**Anush Ramachandran**  
**Senior HR Manager**



Climber Knowledge & Careers Pvt Ltd  
3rd Floor, Classic Arena, Hosur Road  
AECS Layout - A Block, Singasandra  
Bengaluru, Karnataka 560068  
CIN: U93000MH2016PTC273870

Email : hr@mycaptain.in  
Phone: +91 9513987661

**EMPLOYEE STATEMENT:**

I agree with and accept the terms set forth in this letter.

Print Name

Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE

## ANNEXURE

### TERMS OF EMPLOYMENT

Your employment for MyCaptain will be governed by Company's policies, as modified, from time to time and at Company's sole discretion. The terms and conditions contained herein ("Terms of Employment") must be read as part of all of the Company's current policies. These Terms of Employment and the policies shall be subject to modifications, from time to time.

#### Effectiveness

This agreement shall become effective on the commencement of your employment with the Company.

The Company reserves the right to withdraw the offer made to you even after the acceptance of such an offer by you, if the Company becomes aware of any material information that may have been concealed or misrepresented by you at the time the offer was made by the Company. The start date of your employment at MyCaptain will be informed by the company.

You are requested to abide by guidelines and regulations of the office and required to maintain the code of conduct and disciplinary rules, which may be framed or modified from time to time.

During the course of your employment, you will employ yourself efficiently and diligently to the best of your ability and devote your whole time and attention to the interests of the company and carry out all duties and responsibilities assigned to you and shall comply with all lawful orders and directions given to you by the Management.

#### Probation

You will be on probation for a period of Ninety(90 days) from the date of commencement of employment with the company. While on probation the company may terminate your services by providing one (1) month's notice in writing. The company reserves the right to extend your probation beyond ninety(90 days) due to performance or behaviour issues. Your probation period will expire after a period of ninety (90 days) after your effective start date unless otherwise communicated by the company. If you desire to resign from employment during the probation period, you shall provide the company Thirty(30) days of prior written notice with reasons for such a resignation.

Your salary during the probation period shall be **INR 18,000 plus incentives**, comprising INR 15,000 (Fixed Component) & INR 3,000 (Variable Component) .

### Hours of Work

A working day will comprise 9 hours which is inclusive of a break of 1 hour. Your working hours will be 11.30 am to 8.30 pm Monday to Saturday. In view of your position in the company, you will effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever it is required. The company may also introduce staggered work shifts from time to time. You are requested to make changes to your work timings to accommodate these changes.

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Your compensation will be reviewed on an yearly basis and any salary increase will depend on various factors including your performance during the preceding performance period. Notwithstanding the above, you acknowledge that it is Company's policy to review the salary payable to its employees for successive years and such compensation may be higher or lower than the salary received for the previous year depending on various factors, including the overall performance of the Company. The Company may, at any time and in its sole discretion amend, suspend, vary and modify any of the terms and conditions of these benefits and/or policies. The salary and/or benefits offered to you by the Company may be pro-rated depending upon your effective start or effective termination date.

### Leave

You will be eligible for 30 days of Annual leave as per the company's leave policy, prorated from your date of joining. During the probation of 90 days and subsequent extension of probation you are not eligible for any leaves. All employees are eligible for holidays as per the holiday calendar published for the year. The Leave Policy may be amended from time to time as per the discretion of the Company.

## Notice Period and Termination of Services

Your services may be terminated by your giving one months' notice to the company or the company giving you one month's notice in writing. However, in a situation where a written undertaking is given by you to serve the Company for a specified period of time, the applicable notice period from your end to terminate the appointment will be as per the written undertaking given. Notice pay and any other outstanding, which may be due from you, will be deducted from Company dues payable to you on separation / and recovered from you as the case may be. During your notice period you are not entitled to leave. In case leave is granted for any emergency, this may result in extension of the notice period if the situation demands it. Company may terminate your employment immediately, with or without notice, on the occurrence of your: a. Embezzlement, intoxication or illegal drug abuse, unauthorized absence in excess of the Company leave policy, unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse of the Company's Confidential Information, gross insubordination, or receipt or attempted receipt of any impermissible rebate, kickback or other similar remuneration or consideration in connection with any potential or existing opportunity for the Company and its affiliates and their employees, contractors and clients; b. Engaging in misconduct (willful, intentional or otherwise) during or in connection with the performance of your obligations hereunder or being arrested, charged or convicted in a criminal proceeding or similar proceeding that involves a matter which Company believes, in its sole discretion, may affect the performance of your obligations hereunder, may affect the Company and/or its affiliates and their employees, contractors and/or clients or may otherwise bring the Company and/or its affiliates and their employees, contractors and/or clients any disrepute, whether or not such matter is directly related to the affairs of the Company and/or its affiliates and their employees, contractors or clients; and/or c. Involvement in any act of moral turpitude.(the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Company's policy and local laws) or (iii) other act that threatens or likely to damage Company's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Company's policies. (v) any activity leading to loss of business. d. Prolonged incompetent delivery of duties and responsibilities as judged by the Company. Upon termination or expiration of your employment, for any reason, or as otherwise requested by the Company, you will return to the Company a. Any property belonging to the Company such as laptop, desktop, SIM card, mobile phone, access card or other devices with details of any passwords or user ids installed therein. b. All confidential information and work product, including any documents and information, of whatever form or intangible, in your possession, together with copies, notes or summaries of such documents. Upon termination or expiration of your employment, all amounts due or payable from or to you by the Company shall be settled in full and an acknowledgment of such settlement shall be recorded in writing. The Company shall be entitled to, at its sole discretion, pursue any remedy available in law or in contract to ensure settlement of any amounts owed by you. The Company may be, at its sole discretion, entitled to withhold your relieving letter and all other documents regarding your employment hereunder. Any termination of employment or these Terms of Employment by Company shall be without any

further liability of Company and its affiliates and their employees, contractors or clients to you or to your successors-in-interest or assigns.

### **Non-Disclosure Agreement**

During your employment, you may have access to trade secrets or confidential business information belonging to the Company (including, but not limited to “source code”, “graphical assets”, “source repositories”, “technical documentation”, “development binaries”, “company internet accounts”, etc.). By accepting this offer, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company, all of its property, equipment, and documents, including but not limited to electronically stored information. You agree to hereby indefinitely assign ownership of any intellectual property rights and copyrights to the Company for any and all work that is done as part of your employment with the Company.

### **Non-Compete and Non-Solicitation**

The Employee undertakes, agrees and covenants with the Company that for a period of 6 (Six) months from the termination/ expiry of this contract, as the case may be (“Non-Compete Period”), the Employee shall not, either directly or indirectly work with any company, association, firm, individual or carry on any activity, which is the same as, or similar to, or which competes or is reasonably likely to compete with, the business of the Company, including, but not limited, to any company involved in the field of Education technology. The Employee acknowledges that the restrictions on competitive activity of the Employee set forth in this contract are mainly to protect the value of the Company due to loss of an employee. The Employee acknowledges and agrees that the covenants contained in this clause are no more extensive than is reasonable to protect the interests of the Company and to protect the business of the Company. During this Agreement and for a period of 6 months following the termination of this Agreement, you shall not (i) induce or attempt to induce any employee of MyCaptain to terminate, or in any way interfere with, the relationship between MyCaptain and any employee thereof, or (ii) hire directly or through another entity any person who was an employee of MyCaptain at any time during the term of this Agreement.



You agree that any rights, title and interest whatsoever, including, but not limited to, patent, copyright, trade secret and design rights, mask rights, whether registered or not, arising or created as a result of the development of and/or the application of any tangible or intangible work product or materials produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including, but not limited to, any invention, design, discovery, improvement, computer program, documentation, other material which you conceive, discover or create during or in consequence of employment hereunder (“Work Product”) shall belong exclusively to the Company. You hereby convey ownership in such rights, title and interest to the Company and its affiliates upon inception of development.

All Work Products shall constitute a work(s) made for hire under all copyright acts. To the extent that any Work Product does not constitute a work made for hire under the foregoing laws, you hereby irrevocably assign all worldwide right, title, and interest (including without limitation patents, copyright, trade secret, trademarks, design rights, contract and licensing rights) in such Work Product to Company and its affiliates. You retain no rights to use the Work Product and you agree not to challenge the validity of the Company's and its affiliates' ownership in the Work Product. You hereby forever waive all moral rights in the Work Product and any results that proceeds there from, even if after expiration or termination of your employment hereunder. If you have any rights to the Work Product that cannot be assigned to MyCaptain or its affiliates, you hereby unconditionally and irrevocably waive the enforcement of such rights and all claims and causes of action of any kind against MyCaptain and its affiliates and their employees, contractors or clients with respect to such rights and grant to MyCaptain and its affiliates an exclusive, irrevocable, perpetual, worldwide, sub licensable, fully paid-up and royalty free license to such Work Product, or part thereof. On termination or expiration of your employment or these Terms of Employment, you will deliver to the Company all Work Product, including any parts or copies thereof completed, created and/or prepared up through the date of termination and all copies thereof. You agree to, for no further consideration, execute any documents and take any other actions reasonably requested by Company and its affiliates and their clients and contractors to achieve the objectives of this Section (including waiver of any such rights including author's special rights under Section 57 of the Copyright Act 1957). In the event that Company is unable for any reason, after reasonable effort, to secure your signature on any document needed to perfect the title of Company and its affiliates, you hereby irrevocably designate and appoint Company as its duly authorized officers and agents as your agent and attorney in fact to act for and on your behalf to execute, file and verify such documents and to do all other lawfully permitted acts with the same legal force and effect as if executed by you. You agree that you will not violate or attempt to violate the intellectual property rights, interests or title of any third party. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment. The Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this section by you.

We hope you have a great learning experience with us and grow in the process of this role.



<b>Annexure</b>			
<b>Name</b>	<b>M R Vikas Naidu</b>		
<b>Designation</b>	<b>Business Operations Executive</b>		
<b>Department</b>	Operations		
<b>Job Location</b>	Bengaluru,Karnataka		
<b>A.</b>	<b>Fixed Components</b>	<b>INR(p.m)</b>	<b>INR(p.a)</b>
1.	Basic Salary	15000	180000
2.	HRA	6000	72000
3.	Special Allowance	6000	72000
<b>B.</b>	<b>Variable Components</b>		
	Annual Variable Cash		126000
<b>C.</b>	<b>Deductions</b>		
	Professional Tax	200	2400
	PF Employee	1800	21600
	<b>Gross Deduction</b>	2,000	24000
<b>(A+B)-C</b>	<b>Cost to Company</b>		450000
<b>A-B</b>	<b>Net Salary Pay</b>	25000	300000

**OL No: TN817****28 December 2021**Dear **R Rakesh Gowda**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**OJT Start Date: **31 January 2022**OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to pay a compensation equal to 1 month stipend or 1 month notice period.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

As a part of the joining process, you are requested to bring the following documents on the day of joining.

Photocopies of

- SSLC (X Std) Marks Card / 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- **Negative RT-PCR Report is mandatory. It should not be older than 48 hours (Even if you are fully vaccinated).**

Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: TN818****28 December 2021**Dear **Sumit Kumar**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**OJT Start Date: **31 January 2022**OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to pay a compensation equal to 1 month stipend or 1 month notice period.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

As a part of the joining process, you are requested to bring the following documents on the day of joining.

Photocopies of

- SSLC (X Std) Marks Card / 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- **Negative RT-PCR Report is mandatory. It should not be older than 48 hours (Even if you are fully vaccinated).**

Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



## Thrillophilia Offer Letter & Employment Agreement

### Congratulations Mithungowda G M

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to Mithungowda G M**. The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

A handwritten signature in black ink that reads "Rituja Khunteta".

and

**Mithungowda G M**

Signature -



## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

Variable component per annum: INR 60,000

\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

## Confidentiality & Authorization to Work

As a condition of full-time employment, you will be requested to sign this document, which is also a Confidentiality Agreement. Anytime you breach or pass any kind of confidential information to friends, family or any other company could lead to immediate termination.

You should also note that you will be required

- Submit proof of citizenship
- 10-12 mark sheets
- 2 photographs
- Last degree mark sheets
- Permanent residency in India or authorization to work in India within three business days of your date of hire.

## Terms and Conditions

### 1. At-Will Employment

If you choose to accept this offer, please understand your employment is “at-will,” voluntarily entered into, and is for at least one year period. Failing to serve for less than one year Thrillophilia has full rights to forfeit your bonus, performance incentives, variable component, and salary deductions over the last months of your service. You are free to resign at any time, for any reason, or for no reason. But you need to serve a notice period of two months, even if left during the probation period. Also, Thrillophilia is free to conclude its at-will employment relationship with you at any time, with or without cause.

### 2. Non-Competition During Employment

The Thrillophilia prohibits the Employee from participating in or planning to participate in a competitive business while employed by the Thrillophilia. During the employment term, the Employee shall not, in

  
REGISTRAR  
  
Registrar  
BANGALORE

any fashion, participate or engage in any activity or other business competitive with the Thrillophilia's business. In addition, the Employee, while employed, shall not take any action without the Thrillophilia's prior written consent to establish, form, or become employed by a competing business on termination of employment by the Thrillophilia. The Employee's failure to comply with the provisions of the preceding sentence shall give the Thrillophilia the right to terminate any benefits or compensation that the Employee may be otherwise entitled to following termination of this Agreement.

### 3. Term of Employment

You shall be employed for the first three months on a probation basis, and based on his/her performance further action will be taken. After serving for three months, this Agreement is extended by mutual written consent of the parties. During the Probation period, due to non-performance, the company can terminate your employment by giving a two-week notice period.

### 4. Place of Employment

During the employment term, the base location of an Employee to perform the services would be **Jaipur**. The Employee acknowledges that the Thrillophilia may from time to time require the Employee to travel temporarily to other locations on the Thrillophilia's business.

### 5. Salary

The basic salary payable to the Employee shall be increased annually by employee performance and company performance. Once the employee puts in his resignation letter, then during the notice period, salary will not be paid and will be cleared during settlement. During the probation period, salaries will be paid on the 15<sup>th</sup> of the next month. Once an employee gets confirmed after successful completion of his notice period, salary for a month is paid by the 5<sup>th</sup> of the next month.

### 6. Incentives

Employees will receive their Incentives on the basis of performance.

### 7. Leaves

You are entitled to 22 leaves (14 Paid Leaves + 8 Sick Leaves) in a year. In addition to these leaves, there will also be yearly holidays for all employees. However, during the Internship period, the employee cannot take any leave. Exceptional leaves can be granted based on manager discretion.

### 8. Expenses

Thrillophilia shall reimburse the Employee for reasonable expenses incurred in connection with the Employee's performance of his / her duties including travel expenses, food, and lodging while away from his base work location, pursuant to the Thrillophilia's reimbursement policies.

## 9. Employee's Right of Ownership

All inventions conceived or developed by the Employee during the term of this Agreement shall remain the property of Thrillophilia, provided, however, that as to all such inventions with the respect that the equipment, supplies, facilities, or trade secret information of the Thrillophilia was used, or that relate to the business of the Thrillophilia or to the Thrillophilia's actual or demonstrably anticipated research and development, or that result from any work performed by the Employee for the Thrillophilia shall remain the property of the Thrillophilia.

## 10. Employee Termination/Resignation

The employee will have to serve the company Thrillophilia for a period of one year to the minimum. If the employee wishes to terminate/resign before the completion of one year of his or her service with Thrillophilia, the employee will have to pay out an amount equal to his or her one-month compensation at Thrillophilia. In case a disassociation happens between the employee and the company within 30 days of the joining date, the company will not be liable to pay compensation for the days served.

The Employee will have to give Thrillophilia a two-month prior written notice of resignation whenever he chooses to resign. The Employee may retire after age 60 and upon proper notice.

11.1 Termination on Retirement. This Agreement shall be terminated by the Employee's voluntary retirement, that retirement shall be effective on the last day of any fiscal year, provided that the effective date of retirement occurs after the Employee's 60th birthday, and that the Employee gives the Thrillophilia six months' prior written notice.

11.2 The employment Agreement will automatically terminate if the Employee becomes permanently disabled.

11.3 Termination upon Death. If the employee dies during the period of employment this Agreement shall then be terminated. The employment Agreement may terminate upon proper notice after a merger or sale of assets by the Thrillophilia.

11.4 Termination or Assignment on Merger. In the event of a merger where the Thrillophilia is not the surviving entity, or of a sale of all or substantially all of the Thrillophilia's assets, the Thrillophilia may, at its sole option (1) assign this Agreement and all rights and obligations under it to any business entity that succeeds to all or substantially all of the Thrillophilia's business through that merger or sale of assets, or (2) on at least 30 days prior written notice to the Employee, terminate this Agreement effective on the date of the merger or sale of assets.

## 12. Non-Disclosure after Termination

After termination of employment, the Employee will still be prohibited for a period of five years from disclosing Thrillophilia's trade secrets and any confidential information. Because of his / her employment by the Thrillophilia, the Employee will have access to trade secrets and confidential information about the Thrillophilia, its products, its customers, and its methods of doing business. In consideration of his / her access to this information, the Employee agrees that for a period of five years after termination of his / her employment, he/she will not disclose such trade secrets or confidential information.

## 13. Entire Agreement

This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties. No amendments to this Agreement may be made except by a writing signed by both parties. By signing this agreement you ensure that you have read all the policies and agree to them.

## 14. Notices

Any notice to the Thrillophilia required or permitted under this Agreement shall be given in writing to the Thrillophilia, either by personal service or by registered or certified mail, postage prepaid, addressed to Abhishek Daga (Founder of Thrillophilia) at its then principal place of business. Any such notice to the Employee shall be given in a like manner and, if mailed, shall be addressed to the Employee at his / her home address then shown in the Thrillophilia's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given

(1) on the date of service, if served personally on the party to whom notice is to be given, or

(2) on the second business day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this section.

## 15. General Provisions

15.1 Governing Law & Jurisdiction. This agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the state of Rajasthan under Rajasthan state government Judiciary without reference to conflict of law principles. In the event of a lawsuit or any legal proceeding involving this Agreement, the Employee will have to pay the Thrillophilia costs and expenses, including reasonable attorney fees.

15.2 Costs of Litigation. In the event any action is brought to enforce this Agreement, the Employee shall be entitled to recover its costs of enforcement including, without limitation, attorneys' fees and court costs.

#### 16. Force Majeure.

In the event that Employee is unable to perform any of its obligations under this Agreement because of any Act of God, strike, fire, flood, governmental acts, orders or restrictions, Internet system unavailability, system malfunctions, or any other reason where failure to perform is beyond the reasonable control and not caused by the negligence of the Employee (a "Force Majeure Event") if Thrillophilia has been so affected shall give notice immediately to Employee and Employee shall use its reasonable best efforts to resume performance. However, if the period of non-performance exceeds 30 days from receipt of notice of the Force Majeure Event, the Employee may be terminated and his assets like pending salary, sales incentive, bonus, etc can be forfeit, by giving written notice.

#### 17. Confidentiality

Even after the termination of the Agreement, the Employee may still have certain responsibilities such as keeping information confidential for five years and he cannot share any business secrets of Thrillophilia. Any information related to compensation need not be disclosed or discussed with any colleague.

#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.

Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**Mithungowda G M**

Date: 05/03/2022

A handwritten signature in green ink, appearing to read "Janu", is written over a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.

## Thrillophilia Offer Letter & Employment Agreement

### Congratulations Sameer Ahamed Attar

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to Sameer Ahamed Attar**. The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

A handwritten signature in black ink that reads "Rituja Khunteta".

and

**Sameer Ahamed Attar**

Signature -

A handwritten signature in green ink that reads "Sameer" is written over a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "Presidency University" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.





## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

Variable component per annum: INR 60,000

\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

## Confidentiality & Authorization to Work

As a condition of full-time employment, you will be requested to sign this document, which is also a Confidentiality Agreement. Anytime you breach or pass any kind of confidential information to friends, family or any other company could lead to immediate termination.

You should also note that you will be required

- Submit proof of citizenship
- 10-12 mark sheets
- 2 photographs
- Last degree mark sheets
- Permanent residency in India or authorization to work in India within three business days of your date of hire.

## Terms and Conditions

### 1. At-Will Employment

If you choose to accept this offer, please understand your employment is “at-will,” voluntarily entered into, and is for at least one year period. Failing to serve for less than one year Thrillophilia has full rights to forfeit your bonus, performance incentives, variable component, and salary deductions over the last months of your service. You are free to resign at any time, for any reason, or for no reason. But you need to serve a notice period of two months, even if left during the probation period. Also, Thrillophilia is free to conclude its at-will employment relationship with you at any time, with or without cause.

### 2. Non-Competition During Employment

The Thrillophilia prohibits the Employee from participating in or planning to participate in a competitive business while employed by the Thrillophilia. During the employment term, the Employee shall not, in

  
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BANGALORE

any fashion, participate or engage in any activity or other business competitive with the Thrillophilia's business. In addition, the Employee, while employed, shall not take any action without the Thrillophilia's prior written consent to establish, form, or become employed by a competing business on termination of employment by the Thrillophilia. The Employee's failure to comply with the provisions of the preceding sentence shall give the Thrillophilia the right to terminate any benefits or compensation that the Employee may be otherwise entitled to following termination of this Agreement.

### 3. Term of Employment

You shall be employed for the first three months on a probation basis, and based on his/her performance further action will be taken. After serving for three months, this Agreement is extended by mutual written consent of the parties. During the Probation period, due to non-performance, the company can terminate your employment by giving a two-week notice period.

### 4. Place of Employment

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### 5. Salary

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### 6. Incentives

Employees will receive their Incentives on the basis of performance.

### 7. Leaves

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### 8. Expenses

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## 9. Employee's Right of Ownership

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## 10. Employee Termination/Resignation

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The Employee will have to give Thrillophilia a two-month prior written notice of resignation whenever he chooses to resign. The Employee may retire after age 60 and upon proper notice.

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11.2 The employment Agreement will automatically terminate if the Employee becomes permanently disabled.

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11.4 Termination or Assignment on Merger. In the event of a merger where the Thrillophilia is not the surviving entity, or of a sale of all or substantially all of the Thrillophilia's assets, the Thrillophilia may, at its sole option (1) assign this Agreement and all rights and obligations under it to any business entity that succeeds to all or substantially all of the Thrillophilia's business through that merger or sale of assets, or (2) on at least 30 days prior written notice to the Employee, terminate this Agreement effective on the date of the merger or sale of assets.

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## 13. Entire Agreement

This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties. No amendments to this Agreement may be made except by a writing signed by both parties. By signing this agreement you ensure that you have read all the policies and agree to them.

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Any notice to the Thrillophilia required or permitted under this Agreement shall be given in writing to the Thrillophilia, either by personal service or by registered or certified mail, postage prepaid, addressed to Abhishek Daga (Founder of Thrillophilia) at its then principal place of business. Any such notice to the Employee shall be given in a like manner and, if mailed, shall be addressed to the Employee at his / her home address then shown in the Thrillophilia's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given

(1) on the date of service, if served personally on the party to whom notice is to be given, or

(2) on the second business day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this section.

## 15. General Provisions

15.1 Governing Law & Jurisdiction. This agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the state of Rajasthan under Rajasthan state government Judiciary without reference to conflict of law principles. In the event of a lawsuit or any legal proceeding involving this Agreement, the Employee will have to pay the Thrillophilia costs and expenses, including reasonable attorney fees.

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#### 16. Force Majeure.

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#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.

Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**Sameer Ahamed Attar**

Date: 05/03/2022

A handwritten signature in green ink is written over a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.

## Thrillophilia Offer Letter & Employment Agreement

### Congratulations Santosh Kumar Yamanappa Durannavar

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to Santosh Kumar Yamanappa Durannavar**. The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

A handwritten signature in black ink that reads "Rituja Khunteta".

and

**Santosh Kumar Yamanappa Durannavar**

Signature -

A handwritten signature in green ink, followed by a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.

## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

Variable component per annum: INR 60,000

\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

## Confidentiality & Authorization to Work

As a condition of full-time employment, you will be requested to sign this document, which is also a Confidentiality Agreement. Anytime you breach or pass any kind of confidential information to friends, family or any other company could lead to immediate termination.

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- Submit proof of citizenship
- 10-12 mark sheets
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## Terms and Conditions

### 1. At-Will Employment

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any fashion, participate or engage in any activity or other business competitive with the Thrillophilia's business. In addition, the Employee, while employed, shall not take any action without the Thrillophilia's prior written consent to establish, form, or become employed by a competing business on termination of employment by the Thrillophilia. The Employee's failure to comply with the provisions of the preceding sentence shall give the Thrillophilia the right to terminate any benefits or compensation that the Employee may be otherwise entitled to following termination of this Agreement.

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### 6. Incentives

Employees will receive their Incentives on the basis of performance.

### 7. Leaves

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11.2 The employment Agreement will automatically terminate if the Employee becomes permanently disabled.

11.3 Termination upon Death. If the employee dies during the period of employment this Agreement shall then be terminated. The employment Agreement may terminate upon proper notice after a merger or sale of assets by the Thrillophilia.

11.4 Termination or Assignment on Merger. In the event of a merger where the Thrillophilia is not the surviving entity, or of a sale of all or substantially all of the Thrillophilia's assets, the Thrillophilia may, at its sole option (1) assign this Agreement and all rights and obligations under it to any business entity that succeeds to all or substantially all of the Thrillophilia's business through that merger or sale of assets, or (2) on at least 30 days prior written notice to the Employee, terminate this Agreement effective on the date of the merger or sale of assets.

## 12. Non-Disclosure after Termination

After termination of employment, the Employee will still be prohibited for a period of five years from disclosing Thrillophilia's trade secrets and any confidential information. Because of his / her employment by the Thrillophilia, the Employee will have access to trade secrets and confidential information about the Thrillophilia, its products, its customers, and its methods of doing business. In consideration of his / her access to this information, the Employee agrees that for a period of five years after termination of his / her employment, he/she will not disclose such trade secrets or confidential information.

## 13. Entire Agreement

This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties. No amendments to this Agreement may be made except by a writing signed by both parties. By signing this agreement you ensure that you have read all the policies and agree to them.

## 14. Notices

Any notice to the Thrillophilia required or permitted under this Agreement shall be given in writing to the Thrillophilia, either by personal service or by registered or certified mail, postage prepaid, addressed to Abhishek Daga (Founder of Thrillophilia) at its then principal place of business. Any such notice to the Employee shall be given in a like manner and, if mailed, shall be addressed to the Employee at his / her home address then shown in the Thrillophilia's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given

(1) on the date of service, if served personally on the party to whom notice is to be given, or

(2) on the second business day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this section.

## 15. General Provisions

15.1 Governing Law & Jurisdiction. This agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the state of Rajasthan under Rajasthan state government Judiciary without reference to conflict of law principles. In the event of a lawsuit or any legal proceeding involving this Agreement, the Employee will have to pay the Thrillophilia costs and expenses, including reasonable attorney fees.

15.2 Costs of Litigation. In the event any action is brought to enforce this Agreement, the Employee shall be entitled to recover its costs of enforcement including, without limitation, attorneys' fees and court costs.

#### 16. Force Majeure.

In the event that Employee is unable to perform any of its obligations under this Agreement because of any Act of God, strike, fire, flood, governmental acts, orders or restrictions, Internet system unavailability, system malfunctions, or any other reason where failure to perform is beyond the reasonable control and not caused by the negligence of the Employee (a "Force Majeure Event") if Thrillophilia has been so affected shall give notice immediately to Employee and Employee shall use its reasonable best efforts to resume performance. However, if the period of non-performance exceeds 30 days from receipt of notice of the Force Majeure Event, the Employee may be terminated and his assets like pending salary, sales incentive, bonus, etc can be forfeit, by giving written notice.

#### 17. Confidentiality

Even after the termination of the Agreement, the Employee may still have certain responsibilities such as keeping information confidential for five years and he cannot share any business secrets of Thrillophilia. Any information related to compensation need not be disclosed or discussed with any colleague.

#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.


Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**Santosh Kumar Yamanappa Durannavar**

Date: 05/03/2022

A handwritten signature in green ink, appearing to read "Santosh", is written over a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.

**Date :16th Dec 2021**

Dear **Subrath Kumar Nayak A**

Congratulations! We are pleased to offer you to join MyCaptain, Bangalore under the following terms and conditions-

**Role: Business Operations Executive**

Location: Bangalore ,India

Compensation :We confirm offering annual compensation of INR **4,50,000/-**(Four Lakh Fifty thousand only) comprising INR **3,24,000/-** (Fixed Component) & variable component of INR **1,26,000/-**

#### **Probation**

You will be under probation for a period of 90 days (3 months) from the date of joining and will be made a confirmed employee after a review of your performance during the probationary period.

#### **Benefits**

You are eligible for Annual Leave as per the company Leave Policy post your probation. You will also be eligible for Medical Insurance for yourself.

We have prepared a Terms of Employment for your review and acceptance which details the complete terms of your employment with MyCaptain available in the Annexure.If you choose to accept this offer of employment, please revert to our mail confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,



**Anush Ramachandran**  
**Senior HR Manager**



Climber Knowledge & Careers Pvt Ltd  
3rd Floor, Classic Arena, Hosur Road  
AECS Layout - A Block, Singasandra  
Bengaluru, Karnataka 560068  
CIN: U93000MH2016PTC273870

Email : hr@mycaptain.in  
Phone: +91 9513987661

**EMPLOYEE STATEMENT:**

I agree with and accept the terms set forth in this letter.

Print Name

Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE

## ANNEXURE

### TERMS OF EMPLOYMENT

Your employment for MyCaptain will be governed by Company's policies, as modified, from time to time and at Company's sole discretion. The terms and conditions contained herein ("Terms of Employment") must be read as part of all of the Company's current policies. These Terms of Employment and the policies shall be subject to modifications, from time to time.

#### Effectiveness

This agreement shall become effective on the commencement of your employment with the Company.

The Company reserves the right to withdraw the offer made to you even after the acceptance of such an offer by you, if the Company becomes aware of any material information that may have been concealed or misrepresented by you at the time the offer was made by the Company. The start date of your employment at MyCaptain will be informed by the company.

You are requested to abide by guidelines and regulations of the office and required to maintain the code of conduct and disciplinary rules, which may be framed or modified from time to time.

During the course of your employment, you will employ yourself efficiently and diligently to the best of your ability and devote your whole time and attention to the interests of the company and carry out all duties and responsibilities assigned to you and shall comply with all lawful orders and directions given to you by the Management.

#### Probation

You will be on probation for a period of Ninety(90 days) from the date of commencement of employment with the company. While on probation the company may terminate your services by providing one (1) month's notice in writing. The company reserves the right to extend your probation beyond ninety(90 days) due to performance or behaviour issues. Your probation period will expire after a period of ninety (90 days) after your effective start date unless otherwise communicated by the company. If you desire to resign from employment during the probation period, you shall provide the company Thirty(30) days of prior written notice with reasons for such a resignation.



Your salary during the probation period shall be **INR 18,000 plus incentives**, comprising INR 15,000 (Fixed Component) & INR 3,000 (Variable Component) .

### Hours of Work

A working day will comprise 9 hours which is inclusive of a break of 1 hour. Your working hours will be 11.30 am to 8.30 pm Monday to Saturday. In view of your position in the company, you will effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever it is required. The company may also introduce staggered work shifts from time to time. You are requested to make changes to your work timings to accommodate these changes.

### Salary and Benefits

Your monthly salary package will be as per the terms mentioned in this letter. Your compensation package may differ based on period reviews. This is as per the compensation policy applicable to other employees of your category in your respective department as detailed below.

Your compensation will be reviewed on an yearly basis and any salary increase will depend on various factors including your performance during the preceding performance period. Notwithstanding the above, you acknowledge that it is Company's policy to review the salary payable to its employees for successive years and such compensation may be higher or lower than the salary received for the previous year depending on various factors, including the overall performance of the Company. The Company may, at any time and in its sole discretion amend, suspend, vary and modify any of the terms and conditions of these benefits and/or policies. The salary and/or benefits offered to you by the Company may be pro-rated depending upon your effective start or effective termination date.

### Leave

You will be eligible for 30 days of Annual leave as per the company's leave policy, prorated from your date of joining. During the probation of 90 days and subsequent extension of probation you are not eligible for any leaves. All employees are eligible for holidays as per the holiday calendar published for the year. The Leave Policy may be amended from time to time as per the discretion of the Company.

## Notice Period and Termination of Services

Your services may be terminated by your giving one months' notice to the company or the company giving you one month's notice in writing. However, in a situation where a written undertaking is given by you to serve the Company for a specified period of time, the applicable notice period from your end to terminate the appointment will be as per the written undertaking given. Notice pay and any other outstanding, which may be due from you, will be deducted from Company dues payable to you on separation / and recovered from you as the case may be. During your notice period you are not entitled to leave. In case leave is granted for any emergency, this may result in extension of the notice period if the situation demands it. Company may terminate your employment immediately, with or without notice, on the occurrence of your: a. Embezzlement, intoxication or illegal drug abuse, unauthorized absence in excess of the Company leave policy, unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse of the Company's Confidential Information, gross insubordination, or receipt or attempted receipt of any impermissible rebate, kickback or other similar remuneration or consideration in connection with any potential or existing opportunity for the Company and its affiliates and their employees, contractors and clients; b. Engaging in misconduct (willful, intentional or otherwise) during or in connection with the performance of your obligations hereunder or being arrested, charged or convicted in a criminal proceeding or similar proceeding that involves a matter which Company believes, in its sole discretion, may affect the performance of your obligations hereunder, may affect the Company and/or its affiliates and their employees, contractors and/or clients or may otherwise bring the Company and/or its affiliates and their employees, contractors and/or clients any disrepute, whether or not such matter is directly related to the affairs of the Company and/or its affiliates and their employees, contractors or clients; and/or c. Involvement in any act of moral turpitude.(the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Company's policy and local laws) or (iii) other act that threatens or likely to damage Company's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Company's policies. (v) any activity leading to loss of business. d. Prolonged incompetent delivery of duties and responsibilities as judged by the Company. Upon termination or expiration of your employment, for any reason, or as otherwise requested by the Company, you will return to the Company a. Any property belonging to the Company such as laptop, desktop, SIM card, mobile phone, access card or other devices with details of any passwords or user ids installed therein. b. All confidential information and work product, including any documents and information, of whatever form or intangible, in your possession, together with copies, notes or summaries of such documents. Upon termination or expiration of your employment, all amounts due or payable from or to you by the Company shall be settled in full and an acknowledgment of such settlement shall be recorded in writing. The Company shall be entitled to, at its sole discretion, pursue any remedy available in law or in contract to ensure settlement of any amounts owed by you. The Company may be, at its sole discretion, entitled to withhold your relieving letter and all other documents regarding your employment hereunder. Any termination of employment or these Terms of Employment by Company shall be without any

further liability of Company and its affiliates and their employees, contractors or clients to you or to your successors-in-interest or assigns.

### **Non-Disclosure Agreement**

During your employment, you may have access to trade secrets or confidential business information belonging to the Company (including, but not limited to “source code”, “graphical assets”, “source repositories”, “technical documentation”, “development binaries”, “company internet accounts”, etc.). By accepting this offer, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company, all of its property, equipment, and documents, including but not limited to electronically stored information. You agree to hereby indefinitely assign ownership of any intellectual property rights and copyrights to the Company for any and all work that is done as part of your employment with the Company.

### **Non-Compete and Non-Solicitation**

The Employee undertakes, agrees and covenants with the Company that for a period of 6 (Six) months from the termination/ expiry of this contract, as the case may be (“Non-Compete Period”), the Employee shall not, either directly or indirectly work with any company, association, firm, individual or carry on any activity, which is the same as, or similar to, or which competes or is reasonably likely to compete with, the business of the Company, including, but not limited, to any company involved in the field of Education technology. The Employee acknowledges that the restrictions on competitive activity of the Employee set forth in this contract are mainly to protect the value of the Company due to loss of an employee. The Employee acknowledges and agrees that the covenants contained in this clause are no more extensive than is reasonable to protect the interests of the Company and to protect the business of the Company. During this Agreement and for a period of 6 months following the termination of this Agreement, you shall not (i) induce or attempt to induce any employee of MyCaptain to terminate, or in any way interfere with, the relationship between MyCaptain and any employee thereof, or (ii) hire directly or through another entity any person who was an employee of MyCaptain at any time during the term of this Agreement.

You agree that any rights, title and interest whatsoever, including, but not limited to, patent, copyright, trade secret and design rights, mask rights, whether registered or not, arising or created as a result of the development of and/or the application of any tangible or intangible work product or materials produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including, but not limited to, any invention, design, discovery, improvement, computer program, documentation, other material which you conceive, discover or create during or in consequence of employment hereunder (“Work Product”) shall belong exclusively to the Company. You hereby convey ownership in such rights, title and interest to the Company and its affiliates upon inception of development.

All Work Products shall constitute a work(s) made for hire under all copyright acts. To the extent that any Work Product does not constitute a work made for hire under the foregoing laws, you hereby irrevocably assign all worldwide right, title, and interest (including without limitation patents, copyright, trade secret, trademarks, design rights, contract and licensing rights) in such Work Product to Company and its affiliates. You retain no rights to use the Work Product and you agree not to challenge the validity of the Company's and its affiliates' ownership in the Work Product. You hereby forever waive all moral rights in the Work Product and any results that proceeds there from, even if after expiration or termination of your employment hereunder. If you have any rights to the Work Product that cannot be assigned to MyCaptain or its affiliates, you hereby unconditionally and irrevocably waive the enforcement of such rights and all claims and causes of action of any kind against MyCaptain and its affiliates and their employees, contractors or clients with respect to such rights and grant to MyCaptain and its affiliates an exclusive, irrevocable, perpetual, worldwide, sub licensable, fully paid-up and royalty free license to such Work Product, or part thereof. On termination or expiration of your employment or these Terms of Employment, you will deliver to the Company all Work Product, including any parts or copies thereof completed, created and/or prepared up through the date of termination and all copies thereof. You agree to, for no further consideration, execute any documents and take any other actions reasonably requested by Company and its affiliates and their clients and contractors to achieve the objectives of this Section (including waiver of any such rights including author's special rights under Section 57 of the Copyright Act 1957). In the event that Company is unable for any reason, after reasonable effort, to secure your signature on any document needed to perfect the title of Company and its affiliates, you hereby irrevocably designate and appoint Company as its duly authorized officers and agents as your agent and attorney in fact to act for and on your behalf to execute, file and verify such documents and to do all other lawfully permitted acts with the same legal force and effect as if executed by you. You agree that you will not violate or attempt to violate the intellectual property rights, interests or title of any third party. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment. The Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this section by you.

We hope you have a great learning experience with us and grow in the process of this role.

<b>Annexure</b>			
<b>Name</b>	<b>Subrath Kumar Nayak A</b>		
<b>Designation</b>	<b>Business Operations Executive</b>		
<b>Department</b>	Operations		
<b>Job Location</b>	Bengaluru,Karnataka		
<b>A.</b>	<b>Fixed Components</b>	<b>INR(p.m)</b>	<b>INR(p.a)</b>
1.	Basic Salary	15000	180000
2.	HRA	6000	72000
3.	Special Allowance	6000	72000
<b>B.</b>	<b>Variable Components</b>		
	Annual Variable Cash		126000
<b>C.</b>	<b>Deductions</b>		
	Professional Tax	200	2400
	PF Employee	1800	21600
	<b>Gross Deduction</b>	2,000	24000
<b>(A+B)-C</b>	<b>Cost to Company</b>		450000
<b>A-B</b>	<b>Net Salary Pay</b>	25000	300000

**Date :16th Dec 2021**

Dear **Chidananda L**

Congratulations! We are pleased to offer you to join MyCaptain, Bangalore under the following terms and conditions-

**Role: Business Operations Executive**

Location: Bangalore ,India

Compensation :We confirm offering annual compensation of INR **4,50,000/-**(Four Lakh Fifty thousand only) comprising INR **3,24,000/-** (Fixed Component) & variable component of INR **1,26,000/-**

### **Probation**

You will be under probation for a period of 90 days (3 months) from the date of joining and will be made a confirmed employee after a review of your performance during the probationary period.

### **Benefits**

You are eligible for Annual Leave as per the company Leave Policy post your probation. You will also be eligible for Medical Insurance for yourself.

We have prepared a Terms of Employment for your review and acceptance which details the complete terms of your employment with MyCaptain available in the Annexure.If you choose to accept this offer of employment, please revert to our mail confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,



**Anush Ramachandran**  
**Senior HR Manager**



Climber Knowledge & Careers Pvt Ltd  
3rd Floor, Classic Arena, Hosur Road  
AECS Layout - A Block, Singasandra  
Bengaluru, Karnataka 560068  
CIN: U93000MH2016PTC273870

Email : hr@mycaptain.in  
Phone: +91 9513987661

**EMPLOYEE STATEMENT:**

I agree with and accept the terms set forth in this letter.

Print Name

Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE



## ANNEXURE

### TERMS OF EMPLOYMENT

Your employment for MyCaptain will be governed by Company's policies, as modified, from time to time and at Company's sole discretion. The terms and conditions contained herein ("Terms of Employment") must be read as part of all of the Company's current policies. These Terms of Employment and the policies shall be subject to modifications, from time to time.

#### Effectiveness

This agreement shall become effective on the commencement of your employment with the Company.

The Company reserves the right to withdraw the offer made to you even after the acceptance of such an offer by you, if the Company becomes aware of any material information that may have been concealed or misrepresented by you at the time the offer was made by the Company. The start date of your employment at MyCaptain will be informed by the company.

You are requested to abide by guidelines and regulations of the office and required to maintain the code of conduct and disciplinary rules, which may be framed or modified from time to time.

During the course of your employment, you will employ yourself efficiently and diligently to the best of your ability and devote your whole time and attention to the interests of the company and carry out all duties and responsibilities assigned to you and shall comply with all lawful orders and directions given to you by the Management.

#### Probation

You will be on probation for a period of Ninety(90 days) from the date of commencement of employment with the company. While on probation the company may terminate your services by providing one (1) month's notice in writing. The company reserves the right to extend your probation beyond ninety(90 days) due to performance or behaviour issues. Your probation period will expire after a period of ninety (90 days) after your effective start date unless otherwise communicated by the company. If you desire to resign from employment during the probation period, you shall provide the company Thirty(30) days of prior written notice with reasons for such a resignation.

Your salary during the probation period shall be **INR 18,000 plus incentives**, comprising INR 15,000 (Fixed Component) & INR 3,000 (Variable Component) .

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### Leave

You will be eligible for 30 days of Annual leave as per the company's leave policy, prorated from your date of joining. During the probation of 90 days and subsequent extension of probation you are not eligible for any leaves. All employees are eligible for holidays as per the holiday calendar published for the year. The Leave Policy may be amended from time to time as per the discretion of the Company.

## Notice Period and Termination of Services

Your services may be terminated by your giving one months' notice to the company or the company giving you one month's notice in writing. However, in a situation where a written undertaking is given by you to serve the Company for a specified period of time, the applicable notice period from your end to terminate the appointment will be as per the written undertaking given. Notice pay and any other outstanding, which may be due from you, will be deducted from Company dues payable to you on separation / and recovered from you as the case may be. During your notice period you are not entitled to leave. In case leave is granted for any emergency, this may result in extension of the notice period if the situation demands it. Company may terminate your employment immediately, with or without notice, on the occurrence of your: a. Embezzlement, intoxication or illegal drug abuse, unauthorized absence in excess of the Company leave policy, unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse of the Company's Confidential Information, gross insubordination, or receipt or attempted receipt of any impermissible rebate, kickback or other similar remuneration or consideration in connection with any potential or existing opportunity for the Company and its affiliates and their employees, contractors and clients; b. Engaging in misconduct (willful, intentional or otherwise) during or in connection with the performance of your obligations hereunder or being arrested, charged or convicted in a criminal proceeding or similar proceeding that involves a matter which Company believes, in its sole discretion, may affect the performance of your obligations hereunder, may affect the Company and/or its affiliates and their employees, contractors and/or clients or may otherwise bring the Company and/or its affiliates and their employees, contractors and/or clients any disrepute, whether or not such matter is directly related to the affairs of the Company and/or its affiliates and their employees, contractors or clients; and/or c. Involvement in any act of moral turpitude.(the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Company's policy and local laws) or (iii) other act that threatens or likely to damage Company's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Company's policies. (v) any activity leading to loss of business. d. Prolonged incompetent delivery of duties and responsibilities as judged by the Company. Upon termination or expiration of your employment, for any reason, or as otherwise requested by the Company, you will return to the Company a. Any property belonging to the Company such as laptop, desktop, SIM card, mobile phone, access card or other devices with details of any passwords or user ids installed therein. b. All confidential information and work product, including any documents and information, of whatever form or intangible, in your possession, together with copies, notes or summaries of such documents. Upon termination or expiration of your employment, all amounts due or payable from or to you by the Company shall be settled in full and an acknowledgment of such settlement shall be recorded in writing. The Company shall be entitled to, at its sole discretion, pursue any remedy available in law or in contract to ensure settlement of any amounts owed by you. The Company may be, at its sole discretion, entitled to withhold your relieving letter and all other documents regarding your employment hereunder. Any termination of employment or these Terms of Employment by Company shall be without any

further liability of Company and its affiliates and their employees, contractors or clients to you or to your successors-in-interest or assigns.

### **Non-Disclosure Agreement**

During your employment, you may have access to trade secrets or confidential business information belonging to the Company (including, but not limited to “source code”, “graphical assets”, “source repositories”, “technical documentation”, “development binaries”, “company internet accounts”, etc.). By accepting this offer, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company, all of its property, equipment, and documents, including but not limited to electronically stored information. You agree to hereby indefinitely assign ownership of any intellectual property rights and copyrights to the Company for any and all work that is done as part of your employment with the Company.

### **Non-Compete and Non-Solicitation**

The Employee undertakes, agrees and covenants with the Company that for a period of 6 (Six) months from the termination/ expiry of this contract, as the case may be (“Non-Compete Period”), the Employee shall not, either directly or indirectly work with any company, association, firm, individual or carry on any activity, which is the same as, or similar to, or which competes or is reasonably likely to compete with, the business of the Company, including, but not limited, to any company involved in the field of Education technology. The Employee acknowledges that the restrictions on competitive activity of the Employee set forth in this contract are mainly to protect the value of the Company due to loss of an employee. The Employee acknowledges and agrees that the covenants contained in this clause are no more extensive than is reasonable to protect the interests of the Company and to protect the business of the Company. During this Agreement and for a period of 6 months following the termination of this Agreement, you shall not (i) induce or attempt to induce any employee of MyCaptain to terminate, or in any way interfere with, the relationship between MyCaptain and any employee thereof, or (ii) hire directly or through another entity any person who was an employee of MyCaptain at any time during the term of this Agreement.

You agree that any rights, title and interest whatsoever, including, but not limited to, patent, copyright, trade secret and design rights, mask rights, whether registered or not, arising or created as a result of the development of and/or the application of any tangible or intangible work product or materials produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including, but not limited to, any invention, design, discovery, improvement, computer program, documentation, other material which you conceive, discover or create during or in consequence of employment hereunder (“Work Product”) shall belong exclusively to the Company. You hereby convey ownership in such rights, title and interest to the Company and its affiliates upon inception of development.

All Work Products shall constitute a work(s) made for hire under all copyright acts. To the extent that any Work Product does not constitute a work made for hire under the foregoing laws, you hereby irrevocably assign all worldwide right, title, and interest (including without limitation patents, copyright, trade secret, trademarks, design rights, contract and licensing rights) in such Work Product to Company and its affiliates. You retain no rights to use the Work Product and you agree not to challenge the validity of the Company's and its affiliates' ownership in the Work Product. You hereby forever waive all moral rights in the Work Product and any results that proceeds there from, even if after expiration or termination of your employment hereunder. If you have any rights to the Work Product that cannot be assigned to MyCaptain or its affiliates, you hereby unconditionally and irrevocably waive the enforcement of such rights and all claims and causes of action of any kind against MyCaptain and its affiliates and their employees, contractors or clients with respect to such rights and grant to MyCaptain and its affiliates an exclusive, irrevocable, perpetual, worldwide, sub licensable, fully paid-up and royalty free license to such Work Product, or part thereof. On termination or expiration of your employment or these Terms of Employment, you will deliver to the Company all Work Product, including any parts or copies thereof completed, created and/or prepared up through the date of termination and all copies thereof. You agree to, for no further consideration, execute any documents and take any other actions reasonably requested by Company and its affiliates and their clients and contractors to achieve the objectives of this Section (including waiver of any such rights including author's special rights under Section 57 of the Copyright Act 1957). In the event that Company is unable for any reason, after reasonable effort, to secure your signature on any document needed to perfect the title of Company and its affiliates, you hereby irrevocably designate and appoint Company as its duly authorized officers and agents as your agent and attorney in fact to act for and on your behalf to execute, file and verify such documents and to do all other lawfully permitted acts with the same legal force and effect as if executed by you. You agree that you will not violate or attempt to violate the intellectual property rights, interests or title of any third party. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment. The Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this section by you.

We hope you have a great learning experience with us and grow in the process of this role.

<b>Annexure</b>			
<b>Name</b>	<b>Chidananda L</b>		
<b>Designation</b>	<b>Business Operations Executive</b>		
<b>Department</b>	Operations		
<b>Job Location</b>	Bengaluru,Karnataka		
<b>A.</b>	<b>Fixed Components</b>	<b>INR(p.m)</b>	<b>INR(p.a)</b>
1.	Basic Salary	15000	180000
2.	HRA	6000	72000
3.	Special Allowance	6000	72000
<b>B.</b>	<b>Variable Components</b>		
	Annual Variable Cash		126000
<b>C.</b>	<b>Deductions</b>		
	Professional Tax	200	2400
	PF Employee	1800	21600
	<b>Gross Deduction</b>	2,000	24000
<b>(A+B)-C</b>	<b>Cost to Company</b>		450000
<b>A-B</b>	<b>Net Salary Pay</b>	25000	300000



Apr 02, 2022

Mr. Sharan A R  
201710119013@presidencyuniversity.in  
Candidate Id: CN20220854

Dear Sharan A R,

Further to our interactions with you, we are pleased to offer you the position of **Placement Mentor** at FACE Prep (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition you will be provided with other allowance up to **Rs.1500/-**. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Placement Expert** with an Annual CTC of **Rs.3,06,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 5 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

A green ink signature is written over a circular blue stamp. The stamp contains the text "PRESIDENCY UNIVERSITY" around the top edge and "REGISTRAR" in the center. There are also some smaller, less legible words within the stamp.



Annexure I: Annual Compensation Structure			
Name	Mr. Sharan A R	Position & Department	Placement Expert
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

**Notes:** \*Associates will be covered under the company group accidental policy for Life CoverRs.10,00,000). The premium for the same will be borne by the company.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd.



**Arumugam N Vadivelu**

**Senior Manager – HR Ops & Strategy**

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

**Name & Signature of the candidate with date of acceptance**



Apr 02, 2022

**Mr. Maruthi Dhanush N**  
**201710100075@presidencyuniversity.in**  
Candidate Id: CN20220856

Dear Maruthi Dhanush N,

Further to our interactions with you, we are pleased to offer you the position of **Placement Mentor** at FACE Prep (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition you will be provided with other allowance up to **Rs.1500/-**. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Placement Expert** with an Annual CTC of **Rs.3,06,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 5 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

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Annexure I: Annual Compensation Structure			
Name	Mr. Maruthi Dhanush N	Position & Department	Placement Expert
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

**Notes:** \*Associates will be covered under the company group accidental policy for Life CoverRs.10,00,000). The premium for the same will be borne by the company.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd.



**Arumugam N Vadivelu**

**Senior Manager – HR Ops & Strategy**

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

**Name & Signature of the candidate with date of acceptance**



Apr 02, 2022

**Ms. Puneeth Bharathi A**  
**201810100947@presidencyuniversity.in**  
Candidate Id: CN20220857

Dear Puneeth Bharathi A,

Further to our interactions with you, we are pleased to offer you the position of **Placement Mentor** at FACE Prep (referred to as FACE – Focus Academy for Career Enhancement).


Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition you will be provided with other allowance up to **Rs.1500/-**. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Placement Expert** with an Annual CTC of **Rs.3,06,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 5 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

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Annexure I: Annual Compensation Structure			
Name	Ms. Puneeth Bharathi A	Position & Department	Placement Expert
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

**Notes:** \*Associates will be covered under the company group accidental policy for Life CoverRs.10,00,000). The premium for the same will be borne by the company.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd.



**Arumugam N Vadivelu**  
**Senior Manager – HR Ops & Strategy**

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

**Name & Signature of the candidate with date of acceptance**





WINSPARK INNOVATIONS LEARNING PVT  
LTD.  
1108-1109, 11<sup>th</sup> floor, JMD Megapolis, Sohna Road, Gurgaon  
<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

To

**Pandhiti Naveen Kumar**

Employee Code: \_PS0407

Dear Naveen,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  
  
Registrar  
BANGALORE

Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
<b>Gross Salary</b>	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

**4. Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall





assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

**1. Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

**2. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

**3. Termination of Service:**

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

**4. Appointment in Good Faith:**

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE

## Offer Letter

**Mr. Partha Sarathy C L**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear Partha Sarathy C L,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday.**
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
5. This offer is provisional in nature and the regular offer of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.
6. After successfully completion of the 3 months' probation period your salary will revised as per **Annexure B.**
7. If you accept the above, please report to the HR Department of sunstone Education Technology Pvt. Ltd. On the date mentioned above at 11:00 AM along with the following:
  - (a) 6 passport size color photographs.
  - (b) Proof of age certificate along with the photocopy.
  - (c) Proof of academic / technical qualifications certificates along with the photocopies.
  - (d) Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
  - (e) Last pay drawn certificate, if in employment.
  - (f) Form16 from Last Employer, if in employment
  - (g) PAN Card

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

**+91 8860 22 34 56**  
**+91 8800 92 08 08**

[www.sunstone.edu.in](http://www.sunstone.edu.in)  
[connect@sunstone.edu.in](mailto:connect@sunstone.edu.in)

REGISTRAR



- (h) Cancelled Cheque / Photocopy of Credit Card
  - (i) Appointment letter from current employer
  - (j) Last increment letter from current from current employer, if in employment
  - (k) Residence Address Proof
8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

AVP- Human Resources

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

+91 8860 22 34 56  
+91 8800 92 08 08

www.sunstone.edu.in  
connect@sunstone.edu.in

REGISTRAR



## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

Components Monthly Annual	Monthly	Annual
Basic	11,379	1,36,550
HRA	5,690	68,275
Other Allowance	5,690	68,275
<b>Gross CTC (A)</b>	<b>22,758</b>	<b>2,73,100</b>
<b>Deductions</b>		
Provident Fund	1,366	16,386
Company Contribution to Provident Fund	1,366	16,386
<b>Total (B)</b>	<b>2,731</b>	<b>32,772</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
Company Contribution to Provident Fund	1,750	21,000
<b>Total (B)</b>	<b>3,500</b>	<b>42,000</b>
Performance Linked Incentive*		1,50,000
<b>Total CTC</b>		<b>5,00,000</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>25,667</b>	<b>3,08,000</b>

\*Performance Linked Incentive will be paid annually.

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

+91 8860 22 34 56  
+91 8800 92 08 08

www.sunstone.edu.in  
connect@sunstone.edu.in



**Date :16th Dec 2021**

**Dear Yeddula Venkata Vamshi**

Congratulations! We are pleased to offer you to join MyCaptain, Bangalore under the following terms and conditions-

**Role: Business Operations Executive**

**Location: Bangalore ,India**

**Compensation :We confirm offering annual compensation of INR 4,50,000/- (Four Lakh Fifty thousand only) comprising INR 3,24,000/- (Fixed Component) & variable component of INR 1,26,000/-**

**Probation**

You will be under probation for a period of 90 days (3 months) from the date of joining and will be made a confirmed employee after a review of your performance during the probationary period.

**Benefits**

You are eligible for Annual Leave as per the company Leave Policy post your probation. You will also be eligible for Medical Insurance for yourself.

We have prepared a Terms of Employment for your review and acceptance which details the complete terms of your employment with MyCaptain available in the Annexure.If you choose to accept this offer of employment, please revert to our mail confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,



**Anush Ramachandran**  
**Senior HR Manager**



Climber Knowledge & Careers Pvt Ltd  
3rd Floor, Classic Arena, Hosur Road  
AECS Layout - A Block, Singasandra  
Bengaluru, Karnataka 560068  
CIN: U93000MH2016PTC273870

Email : hr@mycaptain.in  
Phone: +91 9513987661

**EMPLOYEE STATEMENT:**

I agree with and accept the terms set forth in this letter.

Print Name

Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE



## ANNEXURE

### TERMS OF EMPLOYMENT

Your employment for MyCaptain will be governed by Company's policies, as modified, from time to time and at Company's sole discretion. The terms and conditions contained herein ("Terms of Employment") must be read as part of all of the Company's current policies. These Terms of Employment and the policies shall be subject to modifications, from time to time.

#### Effectiveness

This agreement shall become effective on the commencement of your employment with the Company.

The Company reserves the right to withdraw the offer made to you even after the acceptance of such an offer by you, if the Company becomes aware of any material information that may have been concealed or misrepresented by you at the time the offer was made by the Company. The start date of your employment at MyCaptain will be informed by the company.

You are requested to abide by guidelines and regulations of the office and required to maintain the code of conduct and disciplinary rules, which may be framed or modified from time to time.

During the course of your employment, you will employ yourself efficiently and diligently to the best of your ability and devote your whole time and attention to the interests of the company and carry out all duties and responsibilities assigned to you and shall comply with all lawful orders and directions given to you by the Management.

#### Probation

You will be on probation for a period of Ninety(90 days) from the date of commencement of employment with the company. While on probation the company may terminate your services by providing one (1) month's notice in writing. The company reserves the right to extend your probation beyond ninety(90 days) due to performance or behaviour issues. Your probation period will expire after a period of ninety (90 days) after your effective start date unless otherwise communicated by the company. If you desire to resign from employment during the probation period, you shall provide the company Thirty(30) days of prior written notice with reasons for such a resignation.

Your salary during the probation period shall be **INR 18,000 plus incentives**, comprising INR 15,000 (Fixed Component) & INR 3,000 (Variable Component) .

### Hours of Work

A working day will comprise 9 hours which is inclusive of a break of 1 hour. Your working hours will be 11.30 am to 8.30 pm Monday to Saturday. In view of your position in the company, you will effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever it is required. The company may also introduce staggered work shifts from time to time. You are requested to make changes to your work timings to accommodate these changes.

### Salary and Benefits

Your monthly salary package will be as per the terms mentioned in this letter. Your compensation package may differ based on period reviews. This is as per the compensation policy applicable to other employees of your category in your respective department as detailed below.

Your compensation will be reviewed on an yearly basis and any salary increase will depend on various factors including your performance during the preceding performance period. Notwithstanding the above, you acknowledge that it is Company's policy to review the salary payable to its employees for successive years and such compensation may be higher or lower than the salary received for the previous year depending on various factors, including the overall performance of the Company. The Company may, at any time and in its sole discretion amend, suspend, vary and modify any of the terms and conditions of these benefits and/or policies. The salary and/or benefits offered to you by the Company may be pro-rated depending upon your effective start or effective termination date.

### Leave

You will be eligible for 30 days of Annual leave as per the company's leave policy, prorated from your date of joining. During the probation of 90 days and subsequent extension of probation you are not eligible for any leaves. All employees are eligible for holidays as per the holiday calendar published for the year. The Leave Policy may be amended from time to time as per the discretion of the Company.

## Notice Period and Termination of Services

Your services may be terminated by your giving one months' notice to the company or the company giving you one month's notice in writing. However, in a situation where a written undertaking is given by you to serve the Company for a specified period of time, the applicable notice period from your end to terminate the appointment will be as per the written undertaking given. Notice pay and any other outstanding, which may be due from you, will be deducted from Company dues payable to you on separation / and recovered from you as the case may be. During your notice period you are not entitled to leave. In case leave is granted for any emergency, this may result in extension of the notice period if the situation demands it. Company may terminate your employment immediately, with or without notice, on the occurrence of your: a. Embezzlement, intoxication or illegal drug abuse, unauthorized absence in excess of the Company leave policy, unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse of the Company's Confidential Information, gross insubordination, or receipt or attempted receipt of any impermissible rebate, kickback or other similar remuneration or consideration in connection with any potential or existing opportunity for the Company and its affiliates and their employees, contractors and clients; b. Engaging in misconduct (willful, intentional or otherwise) during or in connection with the performance of your obligations hereunder or being arrested, charged or convicted in a criminal proceeding or similar proceeding that involves a matter which Company believes, in its sole discretion, may affect the performance of your obligations hereunder, may affect the Company and/or its affiliates and their employees, contractors and/or clients or may otherwise bring the Company and/or its affiliates and their employees, contractors and/or clients any disrepute, whether or not such matter is directly related to the affairs of the Company and/or its affiliates and their employees, contractors or clients; and/or c. Involvement in any act of moral turpitude.(the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Company's policy and local laws) or (iii) other act that threatens or likely to damage Company's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Company's policies. (v) any activity leading to loss of business. d. Prolonged incompetent delivery of duties and responsibilities as judged by the Company. Upon termination or expiration of your employment, for any reason, or as otherwise requested by the Company, you will return to the Company a. Any property belonging to the Company such as laptop, desktop, SIM card, mobile phone, access card or other devices with details of any passwords or user ids installed therein. b. All confidential information and work product, including any documents and information, of whatever form or intangible, in your possession, together with copies, notes or summaries of such documents. Upon termination or expiration of your employment, all amounts due or payable from or to you by the Company shall be settled in full and an acknowledgment of such settlement shall be recorded in writing. The Company shall be entitled to, at its sole discretion, pursue any remedy available in law or in contract to ensure settlement of any amounts owed by you. The Company may be, at its sole discretion, entitled to withhold your relieving letter and all other documents regarding your employment hereunder. Any termination of employment or these Terms of Employment by Company shall be without any

further liability of Company and its affiliates and their employees, contractors or clients to you or to your successors-in-interest or assigns.

### **Non-Disclosure Agreement**

During your employment, you may have access to trade secrets or confidential business information belonging to the Company (including, but not limited to “source code”, “graphical assets”, “source repositories”, “technical documentation”, “development binaries”, “company internet accounts”, etc.). By accepting this offer, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company, all of its property, equipment, and documents, including but not limited to electronically stored information. You agree to hereby indefinitely assign ownership of any intellectual property rights and copyrights to the Company for any and all work that is done as part of your employment with the Company.

### **Non-Compete and Non-Solicitation**

The Employee undertakes, agrees and covenants with the Company that for a period of 6 (Six) months from the termination/ expiry of this contract, as the case may be (“Non-Compete Period”), the Employee shall not, either directly or indirectly work with any company, association, firm, individual or carry on any activity, which is the same as, or similar to, or which competes or is reasonably likely to compete with, the business of the Company, including, but not limited, to any company involved in the field of Education technology. The Employee acknowledges that the restrictions on competitive activity of the Employee set forth in this contract are mainly to protect the value of the Company due to loss of an employee. The Employee acknowledges and agrees that the covenants contained in this clause are no more extensive than is reasonable to protect the interests of the Company and to protect the business of the Company. During this Agreement and for a period of 6 months following the termination of this Agreement, you shall not (i) induce or attempt to induce any employee of MyCaptain to terminate, or in any way interfere with, the relationship between MyCaptain and any employee thereof, or (ii) hire directly or through another entity any person who was an employee of MyCaptain at any time during the term of this Agreement.

You agree that any rights, title and interest whatsoever, including, but not limited to, patent, copyright, trade secret and design rights, mask rights, whether registered or not, arising or created as a result of the development of and/or the application of any tangible or intangible work product or materials produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including, but not limited to, any invention, design, discovery, improvement, computer program, documentation, other material which you conceive, discover or create during or in consequence of employment hereunder (“Work Product”) shall belong exclusively to the Company. You hereby convey ownership in such rights, title and interest to the Company and its affiliates upon inception of development.

All Work Products shall constitute a work(s) made for hire under all copyright acts. To the extent that any Work Product does not constitute a work made for hire under the foregoing laws, you hereby irrevocably assign all worldwide right, title, and interest (including without limitation patents, copyright, trade secret, trademarks, design rights, contract and licensing rights) in such Work Product to Company and its affiliates. You retain no rights to use the Work Product and you agree not to challenge the validity of the Company's and its affiliates' ownership in the Work Product. You hereby forever waive all moral rights in the Work Product and any results that proceeds there from, even if after expiration or termination of your employment hereunder. If you have any rights to the Work Product that cannot be assigned to MyCaptain or its affiliates, you hereby unconditionally and irrevocably waive the enforcement of such rights and all claims and causes of action of any kind against MyCaptain and its affiliates and their employees, contractors or clients with respect to such rights and grant to MyCaptain and its affiliates an exclusive, irrevocable, perpetual, worldwide, sub licensable, fully paid-up and royalty free license to such Work Product, or part thereof. On termination or expiration of your employment or these Terms of Employment, you will deliver to the Company all Work Product, including any parts or copies thereof completed, created and/or prepared up through the date of termination and all copies thereof. You agree to, for no further consideration, execute any documents and take any other actions reasonably requested by Company and its affiliates and their clients and contractors to achieve the objectives of this Section (including waiver of any such rights including author's special rights under Section 57 of the Copyright Act 1957). In the event that Company is unable for any reason, after reasonable effort, to secure your signature on any document needed to perfect the title of Company and its affiliates, you hereby irrevocably designate and appoint Company as its duly authorized officers and agents as your agent and attorney in fact to act for and on your behalf to execute, file and verify such documents and to do all other lawfully permitted acts with the same legal force and effect as if executed by you. You agree that you will not violate or attempt to violate the intellectual property rights, interests or title of any third party. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment. The Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this section by you.

We hope you have a great learning experience with us and grow in the process of this role.

<b>Annexure</b>			
<b>Name</b>	<b>Yeddula Venkata Vamshi</b>		
<b>Designation</b>	<b>Business Operations Executive</b>		
<b>Department</b>	Operations		
<b>Job Location</b>	Bengaluru,Karnataka		
<b>A.</b>	<b>Fixed Components</b>	<b>INR(p.m)</b>	<b>INR(p.a)</b>
1.	Basic Salary	15000	180000
2.	HRA	6000	72000
3.	Special Allowance	6000	72000
<b>B.</b>	<b>Variable Components</b>		
	Annual Variable Cash		126000
<b>C.</b>	<b>Deductions</b>		
	Professional Tax	200	2400
	PF Employee	1800	21600
	<b>Gross Deduction</b>	2,000	24000
<b>(A+B)-C</b>	<b>Cost to Company</b>		450000
<b>A-B</b>	<b>Net Salary Pay</b>	25000	300000



**OL No: TN819****28 December 2021**Dear **Vadde Rajukumar**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**OJT Start Date: **31 January 2022**OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to pay a compensation equal to 1 month stipend or 1 month notice period.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

As a part of the joining process, you are requested to bring the following documents on the day of joining.

Photocopies of

- SSLC (X Std) Marks Card / 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- **Negative RT-PCR Report is mandatory. It should not be older than 48 hours (Even if you are fully vaccinated).**

Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

Apr 02, 2022

**Mr. Mullapudi Badrinath Sai**  
**201810102111@presidencyuniversity.in**  
Candidate Id: CN20220858

Dear Mullapudi Badrinath Sai,

Further to our interactions with you, we are pleased to offer you the position of **Placement Mentor** at FACE Prep (referred to as FACE – Focus Academy for Career Enhancement).


Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition you will be provided with other allowance up to **Rs.1500/-**. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Placement Expert** with an Annual CTC of **Rs.3,06,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 5 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

A green ink signature is written over a circular blue stamp. The stamp contains the text "PRESIDENCY UNIVERSITY" around the top edge and "REGISTRAR" at the bottom. The center of the stamp has some illegible text.

Annexure I: Annual Compensation Structure			
Name	Mr. Mullapudi Badrinath Sai	Position & Department	Placement Expert
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

**Notes:** \*Associates will be covered under the company group accidental policy for Life CoverRs.10,00,000). The premium for the same will be borne by the company.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd.



**Arumugam N Vadivelu**  
**Senior Manager – HR Ops & Strategy**

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

**Name & Signature of the candidate with date of acceptance**



Apr 02, 2022

Ms. Hamsavani N  
201810102088@presidencyuniversity.in  
Candidate Id: CN20220859

Dear Hamsavani N,

Further to our interactions with you, we are pleased to offer you the position of **Placement Mentor** at FACE Prep (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

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Upon confirmation of employment, you will be inducted as an **Placement Expert** with an Annual CTC of **Rs.3,06,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

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Annexure I: Annual Compensation Structure			
Name	Ms. Hamsavani N	Position & Department	Placement Expert
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

**Notes:** \*Associates will be covered under the company group accidental policy for Life CoverRs.10,00,000). The premium for the same will be borne by the company.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd.




**Arumugam N Vadivelu**  
**Senior Manager – HR Ops & Strategy**

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

**Name & Signature of the candidate with date of acceptance**



Apr 02, 2022

**Mr. Bathula Vivek**  
**201810102069@presidencyuniversity.in**  
Candidate Id: CN20220860

Dear Bathula Vivek,

Further to our interactions with you, we are pleased to offer you the position of **Placement Mentor** at FACE Prep (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition you will be provided with other allowance up to **Rs.1500/-**. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

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We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

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Annexure I: Annual Compensation Structure			
Name	Mr. Bathula Vivek	Position & Department	Placement Expert
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

**Notes:** \*Associates will be covered under the company group accidental policy for Life CoverRs.10,00,000). The premium for the same will be borne by the company.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd.



**Arumugam N Vadivelu**  
**Senior Manager – HR Ops & Strategy**

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

**Name & Signature of the candidate with date of acceptance**





WINSPARK INNOVATIONS LEARNING PVT  
LTD.  
1108-1109, 11<sup>th</sup> floor, JMD Megapolis, Sohna Road, Gurgaon  
<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

**To**

**Thirupathi Sai Ram**

Employee Code: \_PS0408

Dear Ram,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  
  
Registrar  
BANGALORE

Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
<b>Gross Salary</b>	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

**4. Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall



assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

**1. Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

**2. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

**3. Termination of Service:**

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

**4. Appointment in Good Faith:**

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar

## Offer Letter

**Mr. Shreyas J**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear Shreyas J,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday**.
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
5. This offer is provisional in nature and the regular offer of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.
6. After successfully completion of the 3 months' probation period your salary will revised as per **Annexure B**.
7. If you accept the above, please report to the HR Department of sunstone Education Technology Pvt. Ltd. On the date mentioned above at 11:00 AM along with the following:
  - (a) 6 passport size color photographs.
  - (b) Proof of age certificate along with the photocopy.
  - (c) Proof of academic / technical qualifications certificates along with the photocopies.
  - (d) Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
  - (e) Last pay drawn certificate, if in employment.
  - (f) Form16 from Last Employer, if in employment
  - (g) PAN Card

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

**+91 8860 22 34 56**  
**+91 8800 92 08 08**

[www.sunstone.edu.in](http://www.sunstone.edu.in)  
[connect@sunstone.edu.in](mailto:connect@sunstone.edu.in)

REGISTRAR



- (h) Cancelled Cheque / Photocopy of Credit Card
  - (i) Appointment letter from current employer
  - (j) Last increment letter from current from current employer, if in employment
  - (k) Residence Address Proof
8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

AVP- Human Resources

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

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+91 8800 92 08 08

www.sunstone.edu.in  
connect@sunstone.edu.in

REGISTRAR





## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

Components Monthly Annual	Monthly	Annual
Basic	11,379	1,36,550
HRA	5,690	68,275
Other Allowance	5,690	68,275
<b>Gross CTC (A)</b>	<b>22,758</b>	<b>2,73,100</b>
<b>Deductions</b>		
Provident Fund	1,366	16,386
Company Contribution to Provident Fund	1,366	16,386
<b>Total (B)</b>	<b>2,731</b>	<b>32,772</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
Company Contribution to Provident Fund	1,750	21,000
<b>Total (B)</b>	<b>3,500</b>	<b>42,000</b>
Performance Linked Incentive*		1,50,000
<b>Total CTC</b>		<b>5,00,000</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>25,667</b>	<b>3,08,000</b>

\*Performance Linked Incentive will be paid annually.

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
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connect@sunstone.edu.in



## Offer Letter

**Mr. Bollimpalli Vamsi Sai Bharadwaj**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear Bollimpalli Vamsi Sai Bharadwaj,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday.**
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
5. This offer is provisional in nature and the regular offer of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.
6. After successfully completion of the 3 months' probation period your salary will revised as per **Annexure B.**
7. If you accept the above, please report to the HR Department of sunstone Education Technology Pvt. Ltd. On the date mentioned above at 11:00 AM along with the following:
  - (a) 6 passport size color photographs.
  - (b) Proof of age certificate along with the photocopy.
  - (c) Proof of academic / technical qualifications certificates along with the photocopies.
  - (d) Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
  - (e) Last pay drawn certificate, if in employment.
  - (f) Form16 from Last Employer, if in employment
  - (g) PAN Card

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**+91 8860 22 34 56**  
**+91 8800 92 08 08**

[www.sunstone.edu.in](http://www.sunstone.edu.in)  
[connect@sunstone.edu.in](mailto:connect@sunstone.edu.in)

REGISTRAR



- (h) Cancelled Cheque / Photocopy of Credit Card
  - (i) Appointment letter from current employer
  - (j) Last increment letter from current from current employer, if in employment
  - (k) Residence Address Proof
8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

AVP- Human Resources

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

+91 8860 22 34 56  
+91 8800 92 08 08

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REGISTRAR



## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

Components Monthly Annual	Monthly	Annual
Basic	11,379	1,36,550
HRA	5,690	68,275
Other Allowance	5,690	68,275
<b>Gross CTC (A)</b>	<b>22,758</b>	<b>2,73,100</b>
<b>Deductions</b>		
Provident Fund	1,366	16,386
Company Contribution to Provident Fund	1,366	16,386
<b>Total (B)</b>	<b>2,731</b>	<b>32,772</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
Company Contribution to Provident Fund	1,750	21,000
<b>Total (B)</b>	<b>3,500</b>	<b>42,000</b>
Performance Linked Incentive*		1,50,000
<b>Total CTC</b>		<b>5,00,000</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>25,667</b>	<b>3,08,000</b>

\*Performance Linked Incentive will be paid annually.

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

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connect@sunstone.edu.in



**OL No: TN820****28 December 2021**Dear **Mohammed Saqlain Ahmed**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **21 January 2022 to 30 January 2022**OJT Start Date: **31 January 2022**OJT End Date: **30 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **21 January 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to pay a compensation equal to 1 month stipend or 1 month notice period.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

As a part of the joining process, you are requested to bring the following documents on the day of joining.

Photocopies of

- SSLC (X Std) Marks Card / 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- **Negative RT-PCR Report is mandatory. It should not be older than 48 hours (Even if you are fully vaccinated).**

Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated).}

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



**Date :16th Dec 2021**

Dear **Yashas S A**

Congratulations! We are pleased to offer you to join MyCaptain, Bangalore under the following terms and conditions-

**Role: Business Operations Executive**

Location: Bangalore ,India

Compensation :We confirm offering annual compensation of INR **4,50,000/-**(Four Lakh Fifty thousand only) comprising INR **3,24,000/-** (Fixed Component) & variable component of INR **1,26,000/-**

#### **Probation**

You will be under probation for a period of 90 days (3 months) from the date of joining and will be made a confirmed employee after a review of your performance during the probationary period.

#### **Benefits**

You are eligible for Annual Leave as per the company Leave Policy post your probation. You will also be eligible for Medical Insurance for yourself.

We have prepared a Terms of Employment for your review and acceptance which details the complete terms of your employment with MyCaptain available in the Annexure.If you choose to accept this offer of employment, please revert to our mail confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,



**Anush Ramachandran**  
**Senior HR Manager**



Climber Knowledge & Careers Pvt Ltd  
3rd Floor, Classic Arena, Hosur Road  
AECS Layout - A Block, Singasandra  
Bengaluru, Karnataka 560068  
CIN: U93000MH2016PTC273870

Email : hr@mycaptain.in  
Phone: +91 9513987661

**EMPLOYEE STATEMENT:**

I agree with and accept the terms set forth in this letter.

Print Name

Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE

## ANNEXURE

### TERMS OF EMPLOYMENT

Your employment for MyCaptain will be governed by Company's policies, as modified, from time to time and at Company's sole discretion. The terms and conditions contained herein ("Terms of Employment") must be read as part of all of the Company's current policies. These Terms of Employment and the policies shall be subject to modifications, from time to time.

#### Effectiveness

This agreement shall become effective on the commencement of your employment with the Company.

The Company reserves the right to withdraw the offer made to you even after the acceptance of such an offer by you, if the Company becomes aware of any material information that may have been concealed or misrepresented by you at the time the offer was made by the Company. The start date of your employment at MyCaptain will be informed by the company.

You are requested to abide by guidelines and regulations of the office and required to maintain the code of conduct and disciplinary rules, which may be framed or modified from time to time.

During the course of your employment, you will employ yourself efficiently and diligently to the best of your ability and devote your whole time and attention to the interests of the company and carry out all duties and responsibilities assigned to you and shall comply with all lawful orders and directions given to you by the Management.

#### Probation

You will be on probation for a period of Ninety(90 days) from the date of commencement of employment with the company. While on probation the company may terminate your services by providing one (1) month's notice in writing. The company reserves the right to extend your probation beyond ninety(90 days) due to performance or behaviour issues. Your probation period will expire after a period of ninety (90 days) after your effective start date unless otherwise communicated by the company. If you desire to resign from employment during the probation period, you shall provide the company Thirty(30) days of prior written notice with reasons for such a resignation.

Your salary during the probation period shall be **INR 18,000 plus incentives**, comprising INR 15,000 (Fixed Component) & INR 3,000 (Variable Component) .

### Hours of Work

A working day will comprise 9 hours which is inclusive of a break of 1 hour. Your working hours will be 11.30 am to 8.30 pm Monday to Saturday. In view of your position in the company, you will effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever it is required. The company may also introduce staggered work shifts from time to time. You are requested to make changes to your work timings to accommodate these changes.

### Salary and Benefits

Your monthly salary package will be as per the terms mentioned in this letter. Your compensation package may differ based on period reviews. This is as per the compensation policy applicable to other employees of your category in your respective department as detailed below.

Your compensation will be reviewed on an yearly basis and any salary increase will depend on various factors including your performance during the preceding performance period. Notwithstanding the above, you acknowledge that it is Company's policy to review the salary payable to its employees for successive years and such compensation may be higher or lower than the salary received for the previous year depending on various factors, including the overall performance of the Company. The Company may, at any time and in its sole discretion amend, suspend, vary and modify any of the terms and conditions of these benefits and/or policies. The salary and/or benefits offered to you by the Company may be pro-rated depending upon your effective start or effective termination date.

### Leave

You will be eligible for 30 days of Annual leave as per the company's leave policy, prorated from your date of joining. During the probation of 90 days and subsequent extension of probation you are not eligible for any leaves. All employees are eligible for holidays as per the holiday calendar published for the year. The Leave Policy may be amended from time to time as per the discretion of the Company.

## Notice Period and Termination of Services

Your services may be terminated by your giving one months' notice to the company or the company giving you one month's notice in writing. However, in a situation where a written undertaking is given by you to serve the Company for a specified period of time, the applicable notice period from your end to terminate the appointment will be as per the written undertaking given. Notice pay and any other outstanding, which may be due from you, will be deducted from Company dues payable to you on separation / and recovered from you as the case may be. During your notice period you are not entitled to leave. In case leave is granted for any emergency, this may result in extension of the notice period if the situation demands it. Company may terminate your employment immediately, with or without notice, on the occurrence of your: a. Embezzlement, intoxication or illegal drug abuse, unauthorized absence in excess of the Company leave policy, unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse of the Company's Confidential Information, gross insubordination, or receipt or attempted receipt of any impermissible rebate, kickback or other similar remuneration or consideration in connection with any potential or existing opportunity for the Company and its affiliates and their employees, contractors and clients; b. Engaging in misconduct (willful, intentional or otherwise) during or in connection with the performance of your obligations hereunder or being arrested, charged or convicted in a criminal proceeding or similar proceeding that involves a matter which Company believes, in its sole discretion, may affect the performance of your obligations hereunder, may affect the Company and/or its affiliates and their employees, contractors and/or clients or may otherwise bring the Company and/or its affiliates and their employees, contractors and/or clients any disrepute, whether or not such matter is directly related to the affairs of the Company and/or its affiliates and their employees, contractors or clients; and/or c. Involvement in any act of moral turpitude.(the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Company's policy and local laws) or (iii) other act that threatens or likely to damage Company's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Company's policies. (v) any activity leading to loss of business. d. Prolonged incompetent delivery of duties and responsibilities as judged by the Company. Upon termination or expiration of your employment, for any reason, or as otherwise requested by the Company, you will return to the Company a. Any property belonging to the Company such as laptop, desktop, SIM card, mobile phone, access card or other devices with details of any passwords or user ids installed therein. b. All confidential information and work product, including any documents and information, of whatever form or intangible, in your possession, together with copies, notes or summaries of such documents. Upon termination or expiration of your employment, all amounts due or payable from or to you by the Company shall be settled in full and an acknowledgment of such settlement shall be recorded in writing. The Company shall be entitled to, at its sole discretion, pursue any remedy available in law or in contract to ensure settlement of any amounts owed by you. The Company may be, at its sole discretion, entitled to withhold your relieving letter and all other documents regarding your employment hereunder. Any termination of employment or these Terms of Employment by Company shall be without any

further liability of Company and its affiliates and their employees, contractors or clients to you or to your successors-in-interest or assigns.

### **Non-Disclosure Agreement**

During your employment, you may have access to trade secrets or confidential business information belonging to the Company (including, but not limited to “source code”, “graphical assets”, “source repositories”, “technical documentation”, “development binaries”, “company internet accounts”, etc.). By accepting this offer, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company, all of its property, equipment, and documents, including but not limited to electronically stored information. You agree to hereby indefinitely assign ownership of any intellectual property rights and copyrights to the Company for any and all work that is done as part of your employment with the Company.

### **Non-Compete and Non-Solicitation**

The Employee undertakes, agrees and covenants with the Company that for a period of 6 (Six) months from the termination/ expiry of this contract, as the case may be (“Non-Compete Period”), the Employee shall not, either directly or indirectly work with any company, association, firm, individual or carry on any activity, which is the same as, or similar to, or which competes or is reasonably likely to compete with, the business of the Company, including, but not limited, to any company involved in the field of Education technology. The Employee acknowledges that the restrictions on competitive activity of the Employee set forth in this contract are mainly to protect the value of the Company due to loss of an employee. The Employee acknowledges and agrees that the covenants contained in this clause are no more extensive than is reasonable to protect the interests of the Company and to protect the business of the Company. During this Agreement and for a period of 6 months following the termination of this Agreement, you shall not (i) induce or attempt to induce any employee of MyCaptain to terminate, or in any way interfere with, the relationship between MyCaptain and any employee thereof, or (ii) hire directly or through another entity any person who was an employee of MyCaptain at any time during the term of this Agreement.



You agree that any rights, title and interest whatsoever, including, but not limited to, patent, copyright, trade secret and design rights, mask rights, whether registered or not, arising or created as a result of the development of and/or the application of any tangible or intangible work product or materials produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including, but not limited to, any invention, design, discovery, improvement, computer program, documentation, other material which you conceive, discover or create during or in consequence of employment hereunder (“Work Product”) shall belong exclusively to the Company. You hereby convey ownership in such rights, title and interest to the Company and its affiliates upon inception of development.

All Work Products shall constitute a work(s) made for hire under all copyright acts. To the extent that any Work Product does not constitute a work made for hire under the foregoing laws, you hereby irrevocably assign all worldwide right, title, and interest (including without limitation patents, copyright, trade secret, trademarks, design rights, contract and licensing rights) in such Work Product to Company and its affiliates. You retain no rights to use the Work Product and you agree not to challenge the validity of the Company's and its affiliates' ownership in the Work Product. You hereby forever waive all moral rights in the Work Product and any results that proceeds there from, even if after expiration or termination of your employment hereunder. If you have any rights to the Work Product that cannot be assigned to MyCaptain or its affiliates, you hereby unconditionally and irrevocably waive the enforcement of such rights and all claims and causes of action of any kind against MyCaptain and its affiliates and their employees, contractors or clients with respect to such rights and grant to MyCaptain and its affiliates an exclusive, irrevocable, perpetual, worldwide, sub licensable, fully paid-up and royalty free license to such Work Product, or part thereof. On termination or expiration of your employment or these Terms of Employment, you will deliver to the Company all Work Product, including any parts or copies thereof completed, created and/or prepared up through the date of termination and all copies thereof. You agree to, for no further consideration, execute any documents and take any other actions reasonably requested by Company and its affiliates and their clients and contractors to achieve the objectives of this Section (including waiver of any such rights including author's special rights under Section 57 of the Copyright Act 1957). In the event that Company is unable for any reason, after reasonable effort, to secure your signature on any document needed to perfect the title of Company and its affiliates, you hereby irrevocably designate and appoint Company as its duly authorized officers and agents as your agent and attorney in fact to act for and on your behalf to execute, file and verify such documents and to do all other lawfully permitted acts with the same legal force and effect as if executed by you. You agree that you will not violate or attempt to violate the intellectual property rights, interests or title of any third party. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment. The Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this section by you.

We hope you have a great learning experience with us and grow in the process of this role.



Climber Knowledge & Careers Pvt Ltd  
3rd Floor, Classic Arena, Hosur Road  
AECS Layout - A Block, Singasandra  
Bengaluru, Karnataka 560068  
CIN: U93000MH2016PTC273870

<b>Annexure</b>			
<b>Name</b>	<b>Yashas S A</b>		
<b>Designation</b>	<b>Business Operations Executive</b>		
<b>Department</b>	Operations		
<b>Job Location</b>	Bengaluru,Karnataka		
<b>A.</b>	<b>Fixed Components</b>	<b>INR(p.m)</b>	<b>INR(p.a)</b>
1.	Basic Salary	15000	180000
2.	HRA	6000	72000
3.	Special Allowance	6000	72000
<b>B.</b>	<b>Variable Components</b>		
	Annual Variable Cash		126000
<b>C.</b>	<b>Deductions</b>		
	Professional Tax	200	2400
	PF Employee	1800	21600
	<b>Gross Deduction</b>	2,000	24000
<b>(A+B)-C</b>	<b>Cost to Company</b>		450000
<b>A-B</b>	<b>Net Salary Pay</b>	25000	300000

## Thrillophilia Offer Letter & Employment Agreement

### Congratulations Kota Dharani Kumar

Welcome to Thrillophilia!!!

We are excited to onboard you as a key resource in our journey to make traveling experiences seamless. We don't just offer a job, we offer a career. We have a collaboration-driven work culture and we are sure that you will have fun working with all our teams. Not many companies could promise you a job filled with adventure. We do!

You have been selected based on your potential and we look forward to growing together. We would like to mentor a talent like yourself and achieve higher milestones with you.

**Thrillophilia** is pleased to extend the offer for the position of **Operations Executive beginning March 10, 2022 to Kota Dharani Kumar**. The purpose of this letter is to set forth our understanding of the terms of your employment with Thrillophilia including your job description and compensation. It is also important that you are inspired to remain with Thrillophilia over time and focus your energies on successfully and efficiently contributing to our company goals. Your responsibilities will be those outlined in the enclosed job description.

Looking forward to achieving new heights of success with you, and we are confident that your employment with Thrillophilia will prove mutually beneficial.

The Effective Date of this Agreement: **March 05, 2022**

This Agreement is by and between Thrillophilia Travel Solutions Pvt. Ltd.

Rituja Khunteta | Senior HR Executive

A handwritten signature in black ink that reads "Rituja Khunteta".

and

**Kota Dharani Kumar**

Signature -

A handwritten signature in green ink, followed by a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.

## Compensation

CTC: INR 3,00,000

Fixed component per annum: INR 2,40,000

Variable component per annum: INR 60,000

\*Tax Deductions, as applicable

Expenses on phone, travel, or anything else for company purposes will be reimbursed.

## Confidentiality & Authorization to Work

As a condition of full-time employment, you will be requested to sign this document, which is also a Confidentiality Agreement. Anytime you breach or pass any kind of confidential information to friends, family or any other company could lead to immediate termination.

You should also note that you will be required

- Submit proof of citizenship
- 10-12 mark sheets
- 2 photographs
- Last degree mark sheets
- Permanent residency in India or authorization to work in India within three business days of your date of hire.

## Terms and Conditions

### 1. At-Will Employment

If you choose to accept this offer, please understand your employment is “at-will,” voluntarily entered into, and is for at least one year period. Failing to serve for less than one year Thrillophilia has full rights to forfeit your bonus, performance incentives, variable component, and salary deductions over the last months of your service. You are free to resign at any time, for any reason, or for no reason. But you need to serve a notice period of two months, even if left during the probation period. Also, Thrillophilia is free to conclude its at-will employment relationship with you at any time, with or without cause.

### 2. Non-Competition During Employment

The Thrillophilia prohibits the Employee from participating in or planning to participate in a competitive business while employed by the Thrillophilia. During the employment term, the Employee shall not, in

any fashion, participate or engage in any activity or other business competitive with the Thrillophilia's business. In addition, the Employee, while employed, shall not take any action without the Thrillophilia's prior written consent to establish, form, or become employed by a competing business on termination of employment by the Thrillophilia. The Employee's failure to comply with the provisions of the preceding sentence shall give the Thrillophilia the right to terminate any benefits or compensation that the Employee may be otherwise entitled to following termination of this Agreement.

### 3. Term of Employment

You shall be employed for the first three months on a probation basis, and based on his/her performance further action will be taken. After serving for three months, this Agreement is extended by mutual written consent of the parties. During the Probation period, due to non-performance, the company can terminate your employment by giving a two-week notice period.

### 4. Place of Employment

During the employment term, the base location of an Employee to perform the services would be **Jaipur**. The Employee acknowledges that the Thrillophilia may from time to time require the Employee to travel temporarily to other locations on the Thrillophilia's business.

### 5. Salary

The basic salary payable to the Employee shall be increased annually by employee performance and company performance. Once the employee puts in his resignation letter, then during the notice period, salary will not be paid and will be cleared during settlement. During the probation period, salaries will be paid on the 15<sup>th</sup> of the next month. Once an employee gets confirmed after successful completion of his notice period, salary for a month is paid by the 5<sup>th</sup> of the next month.

### 6. Incentives

Employees will receive their Incentives on the basis of performance.

### 7. Leaves

You are entitled to 22 leaves (14 Paid Leaves + 8 Sick Leaves) in a year. In addition to these leaves, there will also be yearly holidays for all employees. However, during the Internship period, the employee cannot take any leave. Exceptional leaves can be granted based on manager discretion.

### 8. Expenses

Thrillophilia shall reimburse the Employee for reasonable expenses incurred in connection with the Employee's performance of his / her duties including travel expenses, food, and lodging while away from his base work location, pursuant to the Thrillophilia's reimbursement policies.

## 9. Employee's Right of Ownership

All inventions conceived or developed by the Employee during the term of this Agreement shall remain the property of Thrillophilia, provided, however, that as to all such inventions with the respect that the equipment, supplies, facilities, or trade secret information of the Thrillophilia was used, or that relate to the business of the Thrillophilia or to the Thrillophilia's actual or demonstrably anticipated research and development, or that result from any work performed by the Employee for the Thrillophilia shall remain the property of the Thrillophilia.

## 10. Employee Termination/Resignation

The employee will have to serve the company Thrillophilia for a period of one year to the minimum. If the employee wishes to terminate/resign before the completion of one year of his or her service with Thrillophilia, the employee will have to pay out an amount equal to his or her one-month compensation at Thrillophilia. In case a disassociation happens between the employee and the company within 30 days of the joining date, the company will not be liable to pay compensation for the days served.

The Employee will have to give Thrillophilia a two-month prior written notice of resignation whenever he chooses to resign. The Employee may retire after age 60 and upon proper notice.

11.1 Termination on Retirement. This Agreement shall be terminated by the Employee's voluntary retirement, that retirement shall be effective on the last day of any fiscal year, provided that the effective date of retirement occurs after the Employee's 60th birthday, and that the Employee gives the Thrillophilia six months' prior written notice.

11.2 The employment Agreement will automatically terminate if the Employee becomes permanently disabled.

11.3 Termination upon Death. If the employee dies during the period of employment this Agreement shall then be terminated. The employment Agreement may terminate upon proper notice after a merger or sale of assets by the Thrillophilia.

11.4 Termination or Assignment on Merger. In the event of a merger where the Thrillophilia is not the surviving entity, or of a sale of all or substantially all of the Thrillophilia's assets, the Thrillophilia may, at its sole option (1) assign this Agreement and all rights and obligations under it to any business entity that succeeds to all or substantially all of the Thrillophilia's business through that merger or sale of assets, or (2) on at least 30 days prior written notice to the Employee, terminate this Agreement effective on the date of the merger or sale of assets.

## 12. Non-Disclosure after Termination

After termination of employment, the Employee will still be prohibited for a period of five years from disclosing Thrillophilia's trade secrets and any confidential information. Because of his / her employment by the Thrillophilia, the Employee will have access to trade secrets and confidential information about the Thrillophilia, its products, its customers, and its methods of doing business. In consideration of his / her access to this information, the Employee agrees that for a period of five years after termination of his / her employment, he/she will not disclose such trade secrets or confidential information.

## 13. Entire Agreement

This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties. No amendments to this Agreement may be made except by a writing signed by both parties. By signing this agreement you ensure that you have read all the policies and agree to them.

## 14. Notices

Any notice to the Thrillophilia required or permitted under this Agreement shall be given in writing to the Thrillophilia, either by personal service or by registered or certified mail, postage prepaid, addressed to Abhishek Daga (Founder of Thrillophilia) at its then principal place of business. Any such notice to the Employee shall be given in a like manner and, if mailed, shall be addressed to the Employee at his / her home address then shown in the Thrillophilia's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given

(1) on the date of service, if served personally on the party to whom notice is to be given, or

(2) on the second business day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this section.

## 15. General Provisions

15.1 Governing Law & Jurisdiction. This agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the state of Rajasthan under Rajasthan state government Judiciary without reference to conflict of law principles. In the event of a lawsuit or any legal proceeding involving this Agreement, the Employee will have to pay the Thrillophilia costs and expenses, including reasonable attorney fees.

15.2 Costs of Litigation. In the event any action is brought to enforce this Agreement, the Employee shall be entitled to recover its costs of enforcement including, without limitation, attorneys' fees and court costs.

#### 16. Force Majeure.

In the event that Employee is unable to perform any of its obligations under this Agreement because of any Act of God, strike, fire, flood, governmental acts, orders or restrictions, Internet system unavailability, system malfunctions, or any other reason where failure to perform is beyond the reasonable control and not caused by the negligence of the Employee (a "Force Majeure Event") if Thrillophilia has been so affected shall give notice immediately to Employee and Employee shall use its reasonable best efforts to resume performance. However, if the period of non-performance exceeds 30 days from receipt of notice of the Force Majeure Event, the Employee may be terminated and his assets like pending salary, sales incentive, bonus, etc can be forfeit, by giving written notice.

#### 17. Confidentiality

Even after the termination of the Agreement, the Employee may still have certain responsibilities such as keeping information confidential for five years and he cannot share any business secrets of Thrillophilia. Any information related to compensation need not be disclosed or discussed with any colleague.

#### 18. Survival of Certain Provisions.

The warranties and indemnification and confidentiality obligations set forth in the Agreement shall survive the termination of the Agreement by either party for any reason.


Understood, Agreed & Approved

We have carefully reviewed this contract and agree to and accept all of its terms and conditions. We are executing this Agreement as of the Effective Date above.

**Agreed to and Accepted by :**

**Kota Dharani Kumar**

Date: 05/03/2022

A green handwritten signature is written over a blue circular official seal. The seal contains the text "REGISTRAR" at the top, "PRESIDENCY UNIVERSITY" around the inner edge, "Registrar" in the center, and "BANGALORE" at the bottom.



**Date :16th Dec 2021**

Dear **Vivaswath S**

Congratulations! We are pleased to offer you to join MyCaptain, Bangalore under the following terms and conditions-

**Role: Business Operations Executive**

Location: Bangalore ,India

Compensation :We confirm offering annual compensation of INR **4,50,000/-**(Four Lakh Fifty thousand only) comprising INR **3,24,000/-** (Fixed Component) & variable component of INR **1,26,000/-**

### **Probation**

You will be under probation for a period of 90 days (3 months) from the date of joining and will be made a confirmed employee after a review of your performance during the probationary period.

### **Benefits**

You are eligible for Annual Leave as per the company Leave Policy post your probation. You will also be eligible for Medical Insurance for yourself.

We have prepared a Terms of Employment for your review and acceptance which details the complete terms of your employment with MyCaptain available in the Annexure.If you choose to accept this offer of employment, please revert to our mail confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,



**Anush Ramachandran**  
**Senior HR Manager**



Climber Knowledge & Careers Pvt Ltd  
3rd Floor, Classic Arena, Hosur Road  
AECS Layout - A Block, Singasandra  
Bengaluru, Karnataka 560068  
CIN: U93000MH2016PTC273870

Email : hr@mycaptain.in  
Phone: +91 9513987661

**EMPLOYEE STATEMENT:**

I agree with and accept the terms set forth in this letter.

Print Name

Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE

## ANNEXURE

### TERMS OF EMPLOYMENT

Your employment for MyCaptain will be governed by Company's policies, as modified, from time to time and at Company's sole discretion. The terms and conditions contained herein ("Terms of Employment") must be read as part of all of the Company's current policies. These Terms of Employment and the policies shall be subject to modifications, from time to time.

#### Effectiveness

This agreement shall become effective on the commencement of your employment with the Company.

The Company reserves the right to withdraw the offer made to you even after the acceptance of such an offer by you, if the Company becomes aware of any material information that may have been concealed or misrepresented by you at the time the offer was made by the Company. The start date of your employment at MyCaptain will be informed by the company.

You are requested to abide by guidelines and regulations of the office and required to maintain the code of conduct and disciplinary rules, which may be framed or modified from time to time.

During the course of your employment, you will employ yourself efficiently and diligently to the best of your ability and devote your whole time and attention to the interests of the company and carry out all duties and responsibilities assigned to you and shall comply with all lawful orders and directions given to you by the Management.

#### Probation

You will be on probation for a period of Ninety(90 days) from the date of commencement of employment with the company. While on probation the company may terminate your services by providing one (1) month's notice in writing. The company reserves the right to extend your probation beyond ninety(90 days) due to performance or behaviour issues. Your probation period will expire after a period of ninety (90 days) after your effective start date unless otherwise communicated by the company. If you desire to resign from employment during the probation period, you shall provide the company Thirty(30) days of prior written notice with reasons for such a resignation.

Your salary during the probation period shall be **INR 18,000 plus incentives**, comprising INR 15,000 (Fixed Component) & INR 3,000 (Variable Component) .

### Hours of Work

A working day will comprise 9 hours which is inclusive of a break of 1 hour. Your working hours will be 11.30 am to 8.30 pm Monday to Saturday. In view of your position in the company, you will effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever it is required. The company may also introduce staggered work shifts from time to time. You are requested to make changes to your work timings to accommodate these changes.

### Salary and Benefits

Your monthly salary package will be as per the terms mentioned in this letter. Your compensation package may differ based on period reviews. This is as per the compensation policy applicable to other employees of your category in your respective department as detailed below.

Your compensation will be reviewed on an yearly basis and any salary increase will depend on various factors including your performance during the preceding performance period. Notwithstanding the above, you acknowledge that it is Company's policy to review the salary payable to its employees for successive years and such compensation may be higher or lower than the salary received for the previous year depending on various factors, including the overall performance of the Company. The Company may, at any time and in its sole discretion amend, suspend, vary and modify any of the terms and conditions of these benefits and/or policies. The salary and/or benefits offered to you by the Company may be pro-rated depending upon your effective start or effective termination date.

### Leave

You will be eligible for 30 days of Annual leave as per the company's leave policy, prorated from your date of joining. During the probation of 90 days and subsequent extension of probation you are not eligible for any leaves. All employees are eligible for holidays as per the holiday calendar published for the year. The Leave Policy may be amended from time to time as per the discretion of the Company.

## Notice Period and Termination of Services

Your services may be terminated by your giving one months' notice to the company or the company giving you one month's notice in writing. However, in a situation where a written undertaking is given by you to serve the Company for a specified period of time, the applicable notice period from your end to terminate the appointment will be as per the written undertaking given. Notice pay and any other outstanding, which may be due from you, will be deducted from Company dues payable to you on separation / and recovered from you as the case may be. During your notice period you are not entitled to leave. In case leave is granted for any emergency, this may result in extension of the notice period if the situation demands it. Company may terminate your employment immediately, with or without notice, on the occurrence of your: a. Embezzlement, intoxication or illegal drug abuse, unauthorized absence in excess of the Company leave policy, unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse of the Company's Confidential Information, gross insubordination, or receipt or attempted receipt of any impermissible rebate, kickback or other similar remuneration or consideration in connection with any potential or existing opportunity for the Company and its affiliates and their employees, contractors and clients; b. Engaging in misconduct (willful, intentional or otherwise) during or in connection with the performance of your obligations hereunder or being arrested, charged or convicted in a criminal proceeding or similar proceeding that involves a matter which Company believes, in its sole discretion, may affect the performance of your obligations hereunder, may affect the Company and/or its affiliates and their employees, contractors and/or clients or may otherwise bring the Company and/or its affiliates and their employees, contractors and/or clients any disrepute, whether or not such matter is directly related to the affairs of the Company and/or its affiliates and their employees, contractors or clients; and/or c. Involvement in any act of moral turpitude.(the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Company's policy and local laws) or (iii) other act that threatens or likely to damage Company's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Company's policies. (v) any activity leading to loss of business. d. Prolonged incompetent delivery of duties and responsibilities as judged by the Company. Upon termination or expiration of your employment, for any reason, or as otherwise requested by the Company, you will return to the Company a. Any property belonging to the Company such as laptop, desktop, SIM card, mobile phone, access card or other devices with details of any passwords or user ids installed therein. b. All confidential information and work product, including any documents and information, of whatever form or intangible, in your possession, together with copies, notes or summaries of such documents. Upon termination or expiration of your employment, all amounts due or payable from or to you by the Company shall be settled in full and an acknowledgment of such settlement shall be recorded in writing. The Company shall be entitled to, at its sole discretion, pursue any remedy available in law or in contract to ensure settlement of any amounts owed by you. The Company may be, at its sole discretion, entitled to withhold your relieving letter and all other documents regarding your employment hereunder. Any termination of employment or these Terms of Employment by Company shall be without any

further liability of Company and its affiliates and their employees, contractors or clients to you or to your successors-in-interest or assigns.

### **Non-Disclosure Agreement**

During your employment, you may have access to trade secrets or confidential business information belonging to the Company (including, but not limited to “source code”, “graphical assets”, “source repositories”, “technical documentation”, “development binaries”, “company internet accounts”, etc.). By accepting this offer, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company, all of its property, equipment, and documents, including but not limited to electronically stored information. You agree to hereby indefinitely assign ownership of any intellectual property rights and copyrights to the Company for any and all work that is done as part of your employment with the Company.

### **Non-Compete and Non-Solicitation**

The Employee undertakes, agrees and covenants with the Company that for a period of 6 (Six) months from the termination/ expiry of this contract, as the case may be (“Non-Compete Period”), the Employee shall not, either directly or indirectly work with any company, association, firm, individual or carry on any activity, which is the same as, or similar to, or which competes or is reasonably likely to compete with, the business of the Company, including, but not limited, to any company involved in the field of Education technology. The Employee acknowledges that the restrictions on competitive activity of the Employee set forth in this contract are mainly to protect the value of the Company due to loss of an employee. The Employee acknowledges and agrees that the covenants contained in this clause are no more extensive than is reasonable to protect the interests of the Company and to protect the business of the Company. During this Agreement and for a period of 6 months following the termination of this Agreement, you shall not (i) induce or attempt to induce any employee of MyCaptain to terminate, or in any way interfere with, the relationship between MyCaptain and any employee thereof, or (ii) hire directly or through another entity any person who was an employee of MyCaptain at any time during the term of this Agreement.



You agree that any rights, title and interest whatsoever, including, but not limited to, patent, copyright, trade secret and design rights, mask rights, whether registered or not, arising or created as a result of the development of and/or the application of any tangible or intangible work product or materials produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including, but not limited to, any invention, design, discovery, improvement, computer program, documentation, other material which you conceive, discover or create during or in consequence of employment hereunder (“Work Product”) shall belong exclusively to the Company. You hereby convey ownership in such rights, title and interest to the Company and its affiliates upon inception of development.

All Work Products shall constitute a work(s) made for hire under all copyright acts. To the extent that any Work Product does not constitute a work made for hire under the foregoing laws, you hereby irrevocably assign all worldwide right, title, and interest (including without limitation patents, copyright, trade secret, trademarks, design rights, contract and licensing rights) in such Work Product to Company and its affiliates. You retain no rights to use the Work Product and you agree not to challenge the validity of the Company's and its affiliates' ownership in the Work Product. You hereby forever waive all moral rights in the Work Product and any results that proceeds there from, even if after expiration or termination of your employment hereunder. If you have any rights to the Work Product that cannot be assigned to MyCaptain or its affiliates, you hereby unconditionally and irrevocably waive the enforcement of such rights and all claims and causes of action of any kind against MyCaptain and its affiliates and their employees, contractors or clients with respect to such rights and grant to MyCaptain and its affiliates an exclusive, irrevocable, perpetual, worldwide, sub licensable, fully paid-up and royalty free license to such Work Product, or part thereof. On termination or expiration of your employment or these Terms of Employment, you will deliver to the Company all Work Product, including any parts or copies thereof completed, created and/or prepared up through the date of termination and all copies thereof. You agree to, for no further consideration, execute any documents and take any other actions reasonably requested by Company and its affiliates and their clients and contractors to achieve the objectives of this Section (including waiver of any such rights including author's special rights under Section 57 of the Copyright Act 1957). In the event that Company is unable for any reason, after reasonable effort, to secure your signature on any document needed to perfect the title of Company and its affiliates, you hereby irrevocably designate and appoint Company as its duly authorized officers and agents as your agent and attorney in fact to act for and on your behalf to execute, file and verify such documents and to do all other lawfully permitted acts with the same legal force and effect as if executed by you. You agree that you will not violate or attempt to violate the intellectual property rights, interests or title of any third party. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment. The Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this section by you.

We hope you have a great learning experience with us and grow in the process of this role.



<b>Annexure</b>			
<b>Name</b>	<b>Vivaswath S</b>		
<b>Designation</b>	<b>Business Operations Executive</b>		
<b>Department</b>	Operations		
<b>Job Location</b>	Bengaluru,Karnataka		
<b>A.</b>	<b>Fixed Components</b>	<b>INR(p.m)</b>	<b>INR(p.a)</b>
1.	Basic Salary	15000	180000
2.	HRA	6000	72000
3.	Special Allowance	6000	72000
<b>B.</b>	<b>Variable Components</b>		
	Annual Variable Cash		126000
<b>C.</b>	<b>Deductions</b>		
	Professional Tax	200	2400
	PF Employee	1800	21600
	<b>Gross Deduction</b>	2,000	24000
<b>(A+B)-C</b>	<b>Cost to Company</b>		450000
<b>A-B</b>	<b>Net Salary Pay</b>	25000	300000

## Offer Letter

**Mr. Grandhisila Venkata Siva Sai Vignesh**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear Grandhisila Venkata Siva Sai Vignesh,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday**.
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
5. This offer is provisional in nature and the regular offer of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.
6. After successfully completion of the 3 months' probation period your salary will revised as per **Annexure B**.
7. If you accept the above, please report to the HR Department of sunstone Education Technology Pvt. Ltd. On the date mentioned above at 11:00 AM along with the following:
  - (a) 6 passport size color photographs.
  - (b) Proof of age certificate along with the photocopy.
  - (c) Proof of academic / technical qualifications certificates along with the photocopies.
  - (d) Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
  - (e) Last pay drawn certificate, if in employment.
  - (f) Form16 from Last Employer, if in employment
  - (g) PAN Card

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

**+91 8860 22 34 56**  
**+91 8800 92 08 08**

[www.sunstone.edu.in](http://www.sunstone.edu.in)  
[connect@sunstone.edu.in](mailto:connect@sunstone.edu.in)

REGISTRAR



- (h) Cancelled Cheque / Photocopy of Credit Card
  - (i) Appointment letter from current employer
  - (j) Last increment letter from current from current employer, if in employment
  - (k) Residence Address Proof
8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

AVP- Human Resources

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

+91 8860 22 34 56  
+91 8800 92 08 08

www.sunstone.edu.in  
connect@sunstone.edu.in

REGISTRAR



## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

Components Monthly Annual	Monthly	Annual
Basic	11,379	1,36,550
HRA	5,690	68,275
Other Allowance	5,690	68,275
<b>Gross CTC (A)</b>	<b>22,758</b>	<b>2,73,100</b>
<b>Deductions</b>		
Provident Fund	1,366	16,386
Company Contribution to Provident Fund	1,366	16,386
<b>Total (B)</b>	<b>2,731</b>	<b>32,772</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
Company Contribution to Provident Fund	1,750	21,000
<b>Total (B)</b>	<b>3,500</b>	<b>42,000</b>
Performance Linked Incentive*		1,50,000
<b>Total CTC</b>		<b>5,00,000</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>25,667</b>	<b>3,08,000</b>

\*Performance Linked Incentive will be paid annually.

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

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+91 8800 92 08 08

www.sunstone.edu.in  
connect@sunstone.edu.in



Apr 02, 2022

Mr. Bhuvan S M  
201810101902@presidencyuniversity.in  
Candidate Id: CN20220861

Dear Bhuvan S M,

Further to our interactions with you, we are pleased to offer you the position of **Placement Mentor** at FACE Prep (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition you will be provided with other allowance up to **Rs.1500/-**. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Placement Expert** with an Annual CTC of **Rs.3,06,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 5 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

A green ink signature is written over a circular blue stamp. The stamp contains the text "PRESIDENCY UNIVERSITY" around the top edge and "REGISTRAR" in the center. There are also some smaller, less legible words within the stamp.

Annexure I: Annual Compensation Structure			
Name	Mr. Bhuvan S M	Position & Department	Placement Expert
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

**Notes:** \*Associates will be covered under the company group accidental policy for Life CoverRs.10,00,000). The premium for the same will be borne by the company.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd.



**Arumugam N Vadivelu**  
**Senior Manager – HR Ops & Strategy**

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

**Name & Signature of the candidate with date of acceptance**



Apr 02, 2022

**Mr. Salemula Dineshrathnam**  
**201810102013@presidencyuniversity.in**  
Candidate Id: CN20220862

Dear Salemula Dineshrathnam,

Further to our interactions with you, we are pleased to offer you the position of **Placement Mentor** at FACE Prep (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition you will be provided with other allowance up to **Rs.1500/-**. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

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Annexure I: Annual Compensation Structure			
Name	Mr. Salemula Dineshrathnam	Position & Department	Placement Expert
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

**Notes:** \*Associates will be covered under the company group accidental policy for Life CoverRs.10,00,000). The premium for the same will be borne by the company.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd.



**Arumugam N Vadivelu**  
**Senior Manager – HR Ops & Strategy**

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

**Name & Signature of the candidate with date of acceptance**



Apr 02, 2022

**Mr. Mohammed Faraaz K**  
**201810101969@presidencyuniversity.in**  
Candidate Id: CN20220863

Dear Mohammed Faraaz K,

Further to our interactions with you, we are pleased to offer you the position of **Placement Mentor** at FACE Prep (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition you will be provided with other allowance up to **Rs.1500/-**. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Placement Expert** with an Annual CTC of **Rs.3,06,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

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Annexure I: Annual Compensation Structure			
Name	Mr. Mohammed Faraaz K	Position & Department	Placement Expert
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

**Notes:** \*Associates will be covered under the company group accidental policy for Life CoverRs.10,00,000). The premium for the same will be borne by the company.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd.



**Arumugam N Vadivelu**

**Senior Manager – HR Ops & Strategy**

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

**Name & Signature of the candidate with date of acceptance**





WINSPARK INNOVATIONS LEARNING PVT  
LTD.  
1108-1109, 11<sup>th</sup> floor, JMD Megapolis, Sohna Road, Gurgaon  
<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

**To**

**Shubhakar S R**

Employee Code: \_PS0409

Dear Shubhakar,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  


Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
<b>Gross Salary</b>	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

**4. Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall



assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

**1. Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

**2. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

**3. Termination of Service:**

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

**4. Appointment in Good Faith:**

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE





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<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

**To**

**Konanki Dattatraya**

Employee Code: \_PS0411

Dear Dattatraya,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  


The signature is in green ink. The seal is circular, blue, and contains the text "PRESIDENCY UNIVERSITY" at the top, "Registrar" in the center, and "BANGALORE" at the bottom.

Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
<b>Gross Salary</b>	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

**4. Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall



assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

**1. Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

**2. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

**3. Termination of Service:**

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

**4. Appointment in Good Faith:**

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

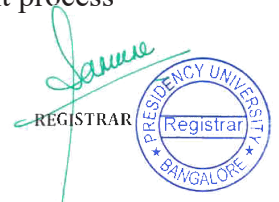
The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar



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<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

To

**Riyaan Mohammed Saleem**

Employee Code: \_PS0412

Dear Saleem,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  


Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
<b>Gross Salary</b>	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

**4. Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall



assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

**1. Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

**2. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

**3. Termination of Service:**

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

**4. Appointment in Good Faith:**

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Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”





Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE



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<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

To

**Bobby Chaudhary**

Employee Code: \_PS0413

Dear Bobby,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

A handwritten signature in green ink is written over a circular blue stamp. The stamp contains the text "REGISTRAR" at the top, "Registrar" in the center, and "PRESIDENCY UNIVERSITY BANGALORE" around the bottom edge.

Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
<b>Gross Salary</b>	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

**4. Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall



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**1. Secrecy/Confidentiality:**

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**2. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

**3. Termination of Service:**

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**4. Appointment in Good Faith:**

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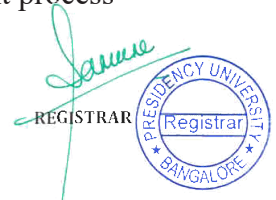
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Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar



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1108-1109, 11<sup>th</sup> floor, JMD Megapolis, Sohna Road, Gurgaon  
<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

To

**Shreyasgowda V R**

Employee Code: \_PS0414

Dear Shreyas,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.


We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  
  
REGISTRAR  
BANGALORE

Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
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Supplementary Allowance	2000	24000
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*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

**4. Training:**

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**5. Intellectual Property Right:**

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Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar



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<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

To

**Chintakayala Chakradhar**

Employee Code: \_PS0415

Dear Chakradhar,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

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Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  


Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
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Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

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Annexure – B

**1. Personal Particulars:**

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**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

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**5. Intellectual Property Right:**

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Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar



WINSPARK INNOVATIONS LEARNING PVT  
LTD.  
1108-1109, 11<sup>th</sup> floor, JMD Megapolis, Sohna Road, Gurgaon  
<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

**To**

**Dhanush Jayadevan**

Employee Code: \_PS0416

Dear Dhanush,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  
  
REGISTRAR  
PRESIDENCY UNIVERSITY  
BANGALORE



Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
<b>Gross Salary</b>	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

**4. Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall



assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

**1. Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

**2. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

**3. Termination of Service:**

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

**4. Appointment in Good Faith:**

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE



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<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

**To**

**Golla Kiriti**

Employee Code: \_PS0417

Dear Kiriti,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  


Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
<b>Gross Salary</b>	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

**4. Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall



assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

**1. Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

**2. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

**3. Termination of Service:**

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

**4. Appointment in Good Faith:**

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar





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<http://www.planetspark.in>

**Offer Letter**

Date: 07/07/2022

**To**

**Gayathri**

Employee Code: \_PS0418

Dear Gayathri,

**Sub: Offer Letter**

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **05 October 2022**. You will be working from home. Shift timings will be 09:30am to 06:30pm

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.


We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

  
REGISTRAR  
  
REGISTRAR  
BANGALORE

Annexure – A

**Emoluments can be bifurcated as under:**

<b>Particulars</b>	<b>Monthly</b>	<b>Yearly</b>
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
<b>Gross Salary</b>	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
<b>Total CTC</b>		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

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**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall



assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

**1. Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

**2. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

**3. Termination of Service:**

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**4. Appointment in Good Faith:**

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Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”



Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Bangalore  
Registrar

## Offer Letter

**Ms. Shailaja**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear Shailaja,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday**.
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
5. This offer is provisional in nature and the regular offer of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.
6. After successfully completion of the 3 months' probation period your salary will revised as per **Annexure B**.
7. If you accept the above, please report to the HR Department of sunstone Education Technology Pvt. Ltd. On the date mentioned above at 11:00 AM along with the following:
  - (a) 6 passport size color photographs.
  - (b) Proof of age certificate along with the photocopy.
  - (c) Proof of academic / technical qualifications certificates along with the photocopies.
  - (d) Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
  - (e) Last pay drawn certificate, if in employment.
  - (f) Form16 from Last Employer, if in employment
  - (g) PAN Card

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

**+91 8860 22 34 56**  
**+91 8800 92 08 08**

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[connect@sunstone.edu.in](mailto:connect@sunstone.edu.in)

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- (h) Cancelled Cheque / Photocopy of Credit Card
  - (i) Appointment letter from current employer
  - (j) Last increment letter from current from current employer, if in employment
  - (k) Residence Address Proof
8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

AVP- Human Resources

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

+91 8860 22 34 56  
+91 8800 92 08 08

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REGISTRAR



## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

Components Monthly Annual	Monthly	Annual
Basic	11,379	1,36,550
HRA	5,690	68,275
Other Allowance	5,690	68,275
<b>Gross CTC (A)</b>	<b>22,758</b>	<b>2,73,100</b>
<b>Deductions</b>		
Provident Fund	1,366	16,386
Company Contribution to Provident Fund	1,366	16,386
<b>Total (B)</b>	<b>2,731</b>	<b>32,772</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
Company Contribution to Provident Fund	1,750	21,000
<b>Total (B)</b>	<b>3,500</b>	<b>42,000</b>
Performance Linked Incentive*		1,50,000
<b>Total CTC</b>		<b>5,00,000</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>25,667</b>	<b>3,08,000</b>

\*Performance Linked Incentive will be paid annually.

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

**regd office**

A95, Ground Floor,  
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Delhi 110034

**corporate office**

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## Offer Letter

**Mr. Naveen M**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear Naveen M,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday**.
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
5. This offer is provisional in nature and the regular offer of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.
6. After successfully completion of the 3 months' probation period your salary will revised as per **Annexure B**.
7. If you accept the above, please report to the HR Department of sunstone Education Technology Pvt. Ltd. On the date mentioned above at 11:00 AM along with the following:
  - (a) 6 passport size color photographs.
  - (b) Proof of age certificate along with the photocopy.
  - (c) Proof of academic / technical qualifications certificates along with the photocopies.
  - (d) Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
  - (e) Last pay drawn certificate, if in employment.
  - (f) Form16 from Last Employer, if in employment
  - (g) PAN Card

**regd office**

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- (h) Cancelled Cheque / Photocopy of Credit Card
  - (i) Appointment letter from current employer
  - (j) Last increment letter from current from current employer, if in employment
  - (k) Residence Address Proof
8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

AVP- Human Resources

**regd office**

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## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

Components Monthly Annual	Monthly	Annual
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HRA	5,690	68,275
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<b>Gross CTC (A)</b>	<b>22,758</b>	<b>2,73,100</b>
<b>Deductions</b>		
Provident Fund	1,366	16,386
Company Contribution to Provident Fund	1,366	16,386
<b>Total (B)</b>	<b>2,731</b>	<b>32,772</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
Company Contribution to Provident Fund	1,750	21,000
<b>Total (B)</b>	<b>3,500</b>	<b>42,000</b>
Performance Linked Incentive*		1,50,000
<b>Total CTC</b>		<b>5,00,000</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>25,667</b>	<b>3,08,000</b>

\*Performance Linked Incentive will be paid annually.

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

**regd office**

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## Offer Letter

**Mr. G Sai Lokesh**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear G Sai Lokesh,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday**.
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
5. This offer is provisional in nature and the regular offer of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.
6. After successfully completion of the 3 months' probation period your salary will revised as per **Annexure B**.
7. If you accept the above, please report to the HR Department of sunstone Education Technology Pvt. Ltd. On the date mentioned above at 11:00 AM along with the following:
  - (a) 6 passport size color photographs.
  - (b) Proof of age certificate along with the photocopy.
  - (c) Proof of academic / technical qualifications certificates along with the photocopies.
  - (d) Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
  - (e) Last pay drawn certificate, if in employment.
  - (f) Form16 from Last Employer, if in employment
  - (g) PAN Card

**regd office**

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[connect@sunstone.edu.in](mailto:connect@sunstone.edu.in)

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- (h) Cancelled Cheque / Photocopy of Credit Card
  - (i) Appointment letter from current employer
  - (j) Last increment letter from current from current employer, if in employment
  - (k) Residence Address Proof
8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

AVP- Human Resources

**regd office**

A95, Ground Floor,  
Saraswati Vihar,  
Delhi 110034

**corporate office**

Sunstone Eduversity, 3rd Floor, Tower B,  
Unitech Cyber Park, Sector 39,  
Gurgaon, Haryana 122002

**contact**

+91 8860 22 34 56  
+91 8800 92 08 08

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connect@sunstone.edu.in

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## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

Components Monthly Annual	Monthly	Annual
Basic	11,379	1,36,550
HRA	5,690	68,275
Other Allowance	5,690	68,275
<b>Gross CTC (A)</b>	<b>22,758</b>	<b>2,73,100</b>
<b>Deductions</b>		
Provident Fund	1,366	16,386
Company Contribution to Provident Fund	1,366	16,386
<b>Total (B)</b>	<b>2,731</b>	<b>32,772</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
Company Contribution to Provident Fund	1,750	21,000
<b>Total (B)</b>	<b>3,500</b>	<b>42,000</b>
Performance Linked Incentive*		1,50,000
<b>Total CTC</b>		<b>5,00,000</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>25,667</b>	<b>3,08,000</b>

\*Performance Linked Incentive will be paid annually.

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

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## Offer Letter

**Mr. Yeshwanth S**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear Yeshwanth S,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday.**
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
5. This offer is provisional in nature and the regular offer of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.
6. After successfully completion of the 3 months' probation period your salary will revised as per **Annexure B.**
7. If you accept the above, please report to the HR Department of sunstone Education Technology Pvt. Ltd. On the date mentioned above at 11:00 AM along with the following:
  - (a) 6 passport size color photographs.
  - (b) Proof of age certificate along with the photocopy.
  - (c) Proof of academic / technical qualifications certificates along with the photocopies.
  - (d) Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
  - (e) Last pay drawn certificate, if in employment.
  - (f) Form16 from Last Employer, if in employment
  - (g) PAN Card

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- (h) Cancelled Cheque / Photocopy of Credit Card
  - (i) Appointment letter from current employer
  - (j) Last increment letter from current from current employer, if in employment
  - (k) Residence Address Proof
8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

AVP- Human Resources

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## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

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Basic	11,379	1,36,550
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Provident Fund	1,366	16,386
Company Contribution to Provident Fund	1,366	16,386
<b>Total (B)</b>	<b>2,731</b>	<b>32,772</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
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## Offer Letter

**Mr. Cuddapah Sreenivasa Reddy**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear Cuddapah Sreenivasa Reddy,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday**.
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
5. This offer is provisional in nature and the regular offer of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.
6. After successfully completion of the 3 months' probation period your salary will revised as per **Annexure B**.
7. If you accept the above, please report to the HR Department of sunstone Education Technology Pvt. Ltd. On the date mentioned above at 11:00 AM along with the following:
  - (a) 6 passport size color photographs.
  - (b) Proof of age certificate along with the photocopy.
  - (c) Proof of academic / technical qualifications certificates along with the photocopies.
  - (d) Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
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  - (i) Appointment letter from current employer
  - (j) Last increment letter from current from current employer, if in employment
  - (k) Residence Address Proof
8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

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## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

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<b>Deductions</b>		
Provident Fund	1,366	16,386
Company Contribution to Provident Fund	1,366	16,386
<b>Total (B)</b>	<b>2,731</b>	<b>32,772</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
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## Offer Letter

**Mr. T Harshith**

**15<sup>th</sup> December, 2021**

**Sub:** Offer of appointment as **Associate Manager-Bangalore** Sunstone Education Technology Pvt. Ltd.

**Dear T Harshith,**

Please refer to your application and the subsequent interview you had with us. We are pleased to offer you an appointment **Associate Manager- Bangalore** on the following terms and conditions:

1. You will be paid monthly emoluments as mentioned in annexure A. These have been discussed and accepted by you during the selection process.
2. You will join the company on **1<sup>st</sup> February 2022 i.e., Tuesday**.
3. Your base location will be Bangalore.
4. You will be a part of the **Admissions** Department.
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8. The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining and/ or the background verification check is found to be not in accordance with the Code of Conduct of **Sunstone Education Technology Pvt. Ltd.**
9. By accepting this offer, both Sunstone Education Technology Pvt. Ltd. and you agree to not entertain any offers or take steps towards exploring any other alternative opportunity related to the possible break down on the engagement pertaining to the position **Associate Manager-Bangalore** at Sunstone Education Technology Pvt. Ltd.

In token of having accepted the above, please sign on the duplicate copy of this letter and return to us.

Thanking you

Yours faithfully,

For **Sunstone Education Technology Pvt. Ltd.**

*Sanam Chawla Sarda*

**Sanam Chawla Sarda**

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## Compensation Breakup from Sunstone Education Technology Pvt. Ltd.

### Annexure A

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<b>Net Take Home (Before TDS and Incentive)</b>	<b>20,027</b>	<b>2,40,328</b>

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

### Annexure B

Components Monthly Annual	Monthly	Annual
Basic	14,583	1,75,000
HRA	7,292	87,500
Other Allowance	7,292	87,500
<b>Gross CTC (A)</b>	<b>29,167</b>	<b>3,50,000</b>
<b>Deductions</b>		
Provident Fund	1,750	21,000
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<b>Total CTC</b>		<b>5,00,000</b>
<b>Net Take Home (Before TDS and Incentive)</b>	<b>25,667</b>	<b>3,08,000</b>

\*Performance Linked Incentive will be paid annually.

\*Note: Rs. 25/- will be deducted every month from net pay for Labour Welfare Fund.

**Date :16th Dec 2021**

**Dear Jyothika Ramesh**

Congratulations! We are pleased to offer you to join MyCaptain, Bangalore under the following terms and conditions-

**Role: Business Operations Executive**

Location: Bangalore ,India

Compensation :We confirm offering annual compensation of INR **4,50,000/-**(Four Lakh Fifty thousand only) comprising INR **3,24,000/-** (Fixed Component) & variable component of INR **1,26,000/-**

### **Probation**

You will be under probation for a period of 90 days (3 months) from the date of joining and will be made a confirmed employee after a review of your performance during the probationary period.

### **Benefits**

You are eligible for Annual Leave as per the company Leave Policy post your probation. You will also be eligible for Medical Insurance for yourself.

We have prepared a Terms of Employment for your review and acceptance which details the complete terms of your employment with MyCaptain available in the Annexure.If you choose to accept this offer of employment, please revert to our mail confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,



**Anush Ramachandran**  
**Senior HR Manager**



Climber Knowledge & Careers Pvt Ltd  
3rd Floor, Classic Arena, Hosur Road  
AECS Layout - A Block, Singasandra  
Bengaluru, Karnataka 560068  
CIN: U93000MH2016PTC273870

Email : hr@mycaptain.in  
Phone: +91 9513987661

**EMPLOYEE STATEMENT:**

I agree with and accept the terms set forth in this letter.

Print Name

Signature

Date

*Jane*  
REGISTRAR  
PRESIDENCY UNIVERSITY  
Registrar  
BANGALORE

## ANNEXURE

### TERMS OF EMPLOYMENT

Your employment for MyCaptain will be governed by Company's policies, as modified, from time to time and at Company's sole discretion. The terms and conditions contained herein ("Terms of Employment") must be read as part of all of the Company's current policies. These Terms of Employment and the policies shall be subject to modifications, from time to time.

#### Effectiveness

This agreement shall become effective on the commencement of your employment with the Company.

The Company reserves the right to withdraw the offer made to you even after the acceptance of such an offer by you, if the Company becomes aware of any material information that may have been concealed or misrepresented by you at the time the offer was made by the Company. The start date of your employment at MyCaptain will be informed by the company.

You are requested to abide by guidelines and regulations of the office and required to maintain the code of conduct and disciplinary rules, which may be framed or modified from time to time.

During the course of your employment, you will employ yourself efficiently and diligently to the best of your ability and devote your whole time and attention to the interests of the company and carry out all duties and responsibilities assigned to you and shall comply with all lawful orders and directions given to you by the Management.

#### Probation

You will be on probation for a period of Ninety(90 days) from the date of commencement of employment with the company. While on probation the company may terminate your services by providing one (1) month's notice in writing. The company reserves the right to extend your probation beyond ninety(90 days) due to performance or behaviour issues. Your probation period will expire after a period of ninety (90 days) after your effective start date unless otherwise communicated by the company. If you desire to resign from employment during the probation period, you shall provide the company Thirty(30) days of prior written notice with reasons for such a resignation.