



Arnab Chakraborty <arnabchakraborty@iutripura.edu.in>

Fwd: Signature Request - W0HROFFER2024- Anirban Datta.pdf

Saswati Das <saswatidas@iutripura.edu.in>
To: Arnab Chakraborty <arnabchakraborty@iutripura.edu.in>

Mon, Jan 6, 2025 at 1:28 PM

Saswati Das
Development Officer
Career Development Centre



Kamalghat, Mohanpur
Pin-799210
Mobile: 9774774701



----- Forwarded message -----

From: **Anirban Datta** <dattaanirban3065@gmail.com>
Date: Mon, Jan 6, 2025 at 1:27 PM
Subject: Fwd: Signature Request - W0HROFFER2024- Anirban Datta.pdf
To: saswatidas@iutripura.edu.in <saswatidas@iutripura.edu.in>

----- Forwarded message -----

From: **WebOptive** <info@weboptive.com>
Date: Mon, 29 Jul, 2024, 11:53 pm
Subject: Signature Request - W0HROFFER2024- Anirban Datta.pdf
To: Anirban Datta <dattaanirban3065@gmail.com>

Your Signature

W0HROFFER2024- Anirban Datta.pdf



Hello Anirban Datta,

WebOptive (info@weboptive.com) has requested your signature on the document W0HROFFER2024- Anirban Datta.pdf.

We are pleased to extend an offer for the position of **Digital Accounts Executive- Sales** at Weboptive Network Pvt Ltd. Attached in this Email, you will find the formal offer letter outlining the terms and conditions of your employment.

Your start date is **05/08/2024**. Please review the attached offer letter carefully, and if you accept our offer, kindly sign it on or before **05/08/2024**.



Sign document

You have until 2024-08-05 to sign the document.

Warning do not forward this email to other people!

They will be able to access this document and sign it as yourself.

Your IP address and localization are associated to your signature to ensure traceability.

If you do not wish to receive future reminders about this document, [click here](#).

--
Administrator

WEBOPTIVE NETWORK PRIVATE LIMITED
info@weboptive.com

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 **Weboptive Code of Conduct1.pdf**
344K





W0/HR/OFFER/2024

Dated: 29-07-2024

Dear Akangsha Lodh

Congratulations..!! Subsequent to your interview process we are pleased to extend an offer to you to join Weboptive Network Pvt. Ltd. as **"Digital Accounts Executive-Sales"** on the following Terms and Conditions.

Commencement of Employment:

Your full-time employment as **"Digital Accounts Executive- Sales"** would be effective from **05/08/2024** with your base location as Agartala, subject to the completion of your academic course/exit formalities from the previous employer. In case you do not report for duty on or before your date of joining, this offer of appointment will stand cancelled or withdrawn. Your appointment stands effective from the date you join the organization.

Your initial posting will be remote. However, your position is transferable, and you may be assigned to any other office of Weboptive, its subsidiaries, or associate companies. If transferred, you will be subject to the policies of the new location.

Compensation:

Our offer to you includes an annual compensation of Rs. 1,44,000 Fixed. Apart from fixed salary you are also eligible to earn Variables as performance-based incentives, which will be communicated while onboarding process. The compensation package includes various allowances details of which are elaborated in Annexure-1. The company reserves the right to change or modify the manner, composition or mode of delivering compensation in its full discretion.

Benefits program:

Company is committed to providing employees comprehensive and competitive levels of compensation and benefits. Our salary and benefit programs are competitive in our industry and are designed to meet the needs of employees and their families. You will be eligible for the benefit plan as adopted by the company from time to time which shall be governed by the terms of applicable plans. Please refer annexure for a description of each benefit program.



080-354-36652
+91-8971782340



3rd Floor, AR Plaza, 18/9, 100 Feet Ring Rd,
above Sangeetha Mobile Showroom, BTM
1st Stage, Bengaluru, Karnataka 560029



info@weboptive.com
support@weboptive.com





Leave Policy:

As an organization, we follow a calendar year from 1st January to 31st December. As an employee, you will be eligible for 5 Festival Leaves and 3 National Holidays annually. Additionally, you will accrue 1 days of Medical Leave and 1 days of Casual Leave per month. Salary will not be paid for periods of unauthorized absence. You are expected to perform all duties and obligations and comply with any orders designated by Company management that are reasonably consistent with your position. You may also be required to work in shifts, which will be communicated to you by your manager or supervisor well in advance.

Probationary period:

For the first (3) three months from the actual date of appointment you will be deemed to be on probation. In cases of unsatisfactory performance, the probation period might be extended until the company advising you of confirmation or notifying you otherwise. If you do not hear anything in writing upon completion of probation period, your services to the company are deemed to have been confirmed. During your probation, however, the company reserves the right to terminate employment at a shorter notice period for reasons of non-performance, indiscipline, insubordination, misrepresentation of facts in employment application, misconduct, engaging in illegal activity which may affect the Company's image. On-the-Job Training (OJT) will be for 15 days and is unpaid. During the OJT Period, your employment can be terminated with 48 hours' notice. After confirmation, termination requires 30 days' notice.

Information given or Background verification:

The Company reserves the right to undertake background verification/reference checks based on need from time to time. The commencement or continuation of your employment with the company is contingent on the results of a background check which includes reference checks and verification of academics. If the results of your background check reveal information that is inconsistent with our standards, this offer may be rescinded or your employment with the company may be subject to immediate termination. Please provide us with academic credentials & professional reference.

Confidentiality:

You must always maintain the highest degree of secrecy and keep as confidential the records, documents and such other information relating to the business of the company which may be known to you or confided in you by any means in the course of your employment with the company. This offer is also contingent upon your adherence to the company's policies and procedures applicable to all the employees in general, and / or applicable to your position or function with the company.



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support@weboptive.com



WEBOPTIVE

Network Private Limited

CIN : U63121KA2023PTC178227



www.weboptive.com

Upon commencement of your employment, you will be required to execute the company's standard forms of employment application and other forms required of employees in general.

Notice Period:

The period of Notice period for each level is based on criticality of role in each level and the time required for replacement of talent. At **Weboptive Network Pvt. Ltd** this is usually one month.

Exclusivity

Your position is a whole time employment with the company and you shall devote yourself exclusively to the business of the company. You shall not take up any other work for remuneration or work on advisory capacity or be interested directly or indirectly in any other trade or business during the employment with the company without permission in writing from the management. You shall not solicit any employment OR accept any employment OR join the employment with the customer(s) and/or partners/ Competitors of Weboptive with whom you worked during the course of your employment or within 12 months from the time of leaving the employment with Weboptive Network Pvt. Ltd.

Representations and warranties:

By signing this letter you are representing to the company your acceptance of this offer and agreeing to the employment of the company under these terms will not conflict with, violate or constitute a breach of any employment or other agreement to which you are a party and that you are not required to obtain the consent of any person, firm, corporation or other entity in order to accept this offer of employment.

You further warrant and represent that you are not subject to any restrictive covenants or other continuing obligations that in any way restrict your ability to engage in or solicit any business of any type engaged in by the company or participate in recruiting or staffing efforts on behalf of the company.

You further represent and agree that you will not knowingly use or otherwise disclose any confidential, business and proprietary or trade secret information obtained as a result of any prior employment in connection with the performance of your job duties for the company, unless specifically authorized to do so by someone with the appropriate authority from the applicable place of former employment and that this provision should be regarded as this company's instruction for you not to do so.



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Further the company is fully authorized to take appropriate action in the event of you indulging

- 1) an act of fraud or dishonesty in the course of your employment with the company;
- 2) an act of omission which causes you or the company to be in violation of Central or State securities laws, rules or regulations.
- 3) your material breach of any written policy applicable to your employment with the company.

This letter supersedes any prior oral or written understanding regarding the terms and conditions of your employment with the Company, and any changes to such terms must be in writing and signed by you and an authorized representative of the Company.

We believe that you are capable of making an outstanding contribution and we can offer you a challenging and rewarding career at Weboptive Network Pvt. Ltd.

Please review this letter and sign this copy on or before **05/08/2024**, as this date represents the expiration of this offer letter.

Sincerely,

For Weboptive Network Pvt. Ltd

**Mr. Yaseen Pasha
HRO- Weboptive**

Accepted

Akangsha Lodh





Annexure- 1

Salary Breakup			
Hrittika Banik			
S.No	Salary Components	Limits (Per Month)	Limits (Per Annum)
1	Basic	4,800	57,600
2	HRA	2,400	28,800
3	Conveyance	1,250	15,000
4	Medical Allowance	1,600	19,200
6	Special Allowance	1,950	23,400
	Total CTC	12,000	1,44,000
Please Note: PF and TDS will be deducted from the above salary for the Net take home.			
PF &ESI Employee contribution will be part of Gross Salary			

In addition to the above cash compensation you will be eligible for other benefits like.

1. You are eligible for a performance-based Incentive, which is based upon your individual performance against target achievement.
2. Your salary and benefits information in this letter is highly confidential. Sharing this information with anyone is against the policies of the company and may lead to termination.
3. All tax liabilities arising out of the above compensation shall be borne by the employee. Tax at source will be deducted as per the Income Tax Act.



Date: 22-Jul-2024,

Mr/Ms. Priya Kar,

Sub: Letter of Engagement as an Sr. Sales Intern - IPC

Dear Priya Kar,

Further to your application, interview, our discussions, we are pleased to inform you that you have been selected as **Sr. Sales Intern - IPC** and required to join at our office **AGARTALA-FPC** by Bajaj Capital Insurance Broking Limited (hereinafter referred to as "the Company") on or before **20-Jul-2024** subject to your acceptance of the following terms and conditions.

1. Engagement & Stipend

You shall be engaged as an Intern and shall be paid a Monthly Stipend of **Rs. 12000/-** subject to your Regular Attendance, Minimum Acceptable Subject matter Learning/ (Trade Learning) Performance, Discipline and Aptitude to Learn and grow.

2. Training schedule

Normal Training hours are from 10 a.m to 6 p.m. which is subject to change as per the discretion of the Management of the company. Any Change in the Training Schedule will be informed you in writing, prior to its effective Date.

3. Prohibition to divulge confidential information of the Company

You shall not divulge, disclose or make known either directly or indirectly the Confidential Information of the company to any person and/or entity, which may include without limitation the trade secrets or information about the affairs of the transactions, processes of the Company, which may come to your knowledge during the course of your internship and /or thereafter.

Confidential Information means and includes any and all (i) proprietary, commercial, financial, technical, business plan, product, service, and customer (existing and/or prospective) information; legal, marketing and technical and other advice, correspondence, material, memoranda, expert opinions obtained by the company from external advisors; know-how; trade secrets; any other confidential or non-public information, including data, reports, documents, file interpretations, forecasts, price figures, plans, customer lists or details, working methodology and records provided by the company containing or otherwise reflecting information concerning the business or affairs of the company and/or its group companies, affiliates, subsidiaries (whether in written or electronic form or orally or graphical or machine-readable information); and (ii) notes, summaries, analyses, valuations, compilations, conclusions, studies, calculations or other material in whatever form made or derived in whole or in part by the intern from, or from inspection or evaluation of, any information of the type referred to in clause (i) of this definition; Confidential Information is broadly defined, and includes all information that has or could have commercial value or other utility in the business in which the company is engaged in or contemplates engaging in, and all information of which the unauthorized disclosure could be detrimental to the interest of the company, whether or not such information is identified as Confidential Information by the company.

Initials: _____

Advice on: Corporate Risk Management | Insurance Planning | Claim Advisory | Retirement & Estate Planning | Employee Benefits & Group Insurance

Bajaj Capital Insurance Broking Limited (BCIBL) is an IRDA Licensed Composite Broker bearing License No. 241, Licence Code: CB 042/02, Licence dated 09/01/2022 Valid till 08/01/2025 (Originally Licensed by IRDA on 09/01/2004 and renewed thereafter)

www.bajajcapitalinsurance.com



- **Registered Office:** Bajaj House, 97, Nehru Place, New Delhi-110019, India
- **Correspondence Address:** Nexus Tower, 1st Floor (East wing), Plot No. 18, Sector 18, Gurgaon, Haryana 122015
- **email:** info@bajajcapital.com
- **www:** www.bajajcapitalinsurance.com
- **Ph:** 011-4191000 | Toll Free: 1800-212-123-123

You undertake (i) not to directly or indirectly, use, make available, sell, disclose or otherwise communicate to any third party/person/entity, other than in your assigned duties, any of the Company's Confidential Information, either during the term of your internship and/or thereafter; (ii) not to publish, disclose or otherwise disseminate the Confidential Information, without prior written approval of the company. You acknowledge that any unauthorized disclosure of Confidential Information of the company, will be highly prejudicial/detrimental to the interest of the company and you agree to indemnify the company for the loss suffered/incurred by the company on account of breach of the confidential obligation either during the term of your internship and/or thereafter; (iii) you further covenant to take all reasonable action to prevent the unauthorized use or disclosure of any Confidential Information; and (iv) all notes, data, information and/or memoranda of any nature and in particular the Confidential Information which shall be acquired, received or made by you during the course of your internship shall be surrendered by you to the company at the termination of your internship or at the request of the company at any time during the course of your internship or at any time thereafter; (v) that all the passwords (system, software password etc) provided to you or acquired by you during the course of your internship, should not be shared with any team member(s) during the tenure of your internship or even after dissociation from the Company.

4. Prohibition of unauthorized use of Company's Intellectual Property

In your capacity as an Intern of the company, you shall be entrusted with various documents, records, database of customers/clients/vendors etc. You shall be bound to keep these safe and secure and shall not cause it to be used for any purpose other than as authorized by the company. In particular, you shall not share such information with anyone or otherwise in any manner infringe the Company's IP rights in such documents, records, database etc either during the term of your internship and/or thereafter.

Note: The computer programme and customer/client data base of the Company and other records, whether in electronic or manual format, constitute the intellectual property of the company and is protected under the law. Notwithstanding anything to the contrary contained in this Engagement Letter, any infringement of the company's intellectual property rights or breach of trust by you will lead to civil and criminal prosecution and immediate termination of your service.

5. Restriction as to other works or internship/employment

5.1 As an Intern of the company you shall not engage yourself directly and/or indirectly in any work same or similar in nature as that of the Company and/or in which you may for the time being be engaged by the Management of the Company.

5.2 You shall not engage yourself in any other business, trade or profession or internship (either part time, honorary or otherwise), during the period of your internship with the Company including holding an agency of Insurance Company, Mutual Funds, Unit Trust of India, Post Office or any such financial institution/organization, directly or indirectly.

5.3 You agree that during the term of your association with the Company and for a period of six (06) months from the date of your dis-association with the Company, you shall not take up internship with a company, which is engaged in the same business as that of the Company or engage yourself (directly or indirectly) in the same or similar business as that of the Company.

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5.4 The restriction(s) contained in above clauses, is considered reasonable by the parties hereto, and necessary for the protection of the legitimate interests of the Company, including Confidential Information of the Company, but if any such restriction shall be found to be void or voidable but would be valid and enforceable if some part or some parts thereof were deleted, such restriction shall apply with such modification as may be necessary to make it valid and enforceable.

Note: No Intern of the Company, except with the previous knowledge of the management, shall negotiate for internship in a Company engaged in a same and/or similar kind of business as that of the Company.

6. Termination of Internship Engagement

Your internship engagement with the Company may be terminated forthwith by the company, without prior notice and/or Stipend if, in the opinion of the company, you at any time:

- commit any material/serious or persistent breach of any of the provisions of this engagement letter, the rules and regulations, the code of conduct/ethics of the company in force from time to time;
- do or cause to be done any act, deed, matter or thing otherwise than in the interest of the company;
- fail to achieve the desired performance;
- are guilty of any misconduct or neglect in the discharge of your duties;
- fail or neglect in observing and complying fully with all resolution, regulations, instructions and directions from time to time made or given to you;
- become of unsound mind;
- commit a fraud against the company or its subsidiaries, affiliates, group companies or conviction for aiding or abetting, or the commission of, a felony or of a fraud or a crime involving moral turpitude or a business crime;
- found to be in possession or use of illegal drugs or prohibited substances, the excessive drinking of alcoholic beverages on a recurring basis, which impairs your ability to perform your duties, or the appearance during hours of internship on a recurring basis of being under the influence of such drugs, substances or alcohol.
- are convicted of any criminal offence;
- become incapacitated or prevented by illness, accident or any other circumstances from discharging in full your duties.

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7. Leave(s) & Holiday(s)

You shall be entitled to leave and holidays as per the HR policy of the Company (in force from time to time), which may be revised, modified or altered by the Management at its sole discretion.

However S/he shall be entitled to enjoy paid Weekly Offs, National & Festival Holidays, as per the provisions.

8. Continuing or Habitual Absence and Unauthorized Leave

Absence for a continuing period of 3 (three) days including absence when leave though applied for but not granted, will lead to termination of internship without any notice or intimation and without any obligation on the Company, legally and/or otherwise. Further, where leave has been applied for and granted and you have overstayed for a period of two (2) days, will lead to termination of internship without any notice or intimation and without any obligation on the Company, legally and/or otherwise.

In case you remain absent from duty habitually without prior permission or sanction of leave for a continuous period of two (2) days in a month, then your services shall be liable to termination at the sole discretion of the Management.

9. Physical and Mental Fitness

Your engagement and continuance in the training is further subject to your remaining physically and mentally fit and the Management shall have a right to get you medically examined at any time from any registered medical practitioner or civil surgeon at its discretion. If you are found medically un-fit, your engagement may be terminated at any time by giving you one month's notice or Stipend in lieu thereof.

10. Date of Birth

Your date of birth as recorded at the time of your engagement with the company shall be considered as the authentic date of birth for all purposes throughout your service with the company and no change shall be permitted under any circumstances.

11. Concealment of Material Information

If any information/representation made by you in your application for internship and subsequent documents/testimonials submitted is/are found to be untrue or false or if facts come to our notice which have been either concealed or suppressed by you, the Management reserves the right to dispense with your services without giving any notice or compensation in lieu thereof and recover the amount(s)/salary paid to you.

12. Correspondence/Communications/Notice and change of address

Your address as indicated in your application for internship shall be deemed to be correct for sending you any communication. Every communication addressed to you at the given address shall be deemed to have been duly served upon you.

In case there is any change in your residential address and/or permanent address, you will intimate the same in writing to the HR Department, within three working days from the date of such change and get such change of address recorded in the appropriate register maintained for the purpose by the company. All communications sent to you by the company at your last given address then will be deemed to have been delivered to you.

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13. You shall at all times indemnify and keep indemnified the company against all sums whether by way of claims, demands, damages, costs charges or expenses paid or incurred by the company in or in connection with any action, claim, proceeding or demand instituted or made against the company, caused or occasioned by your breach, failure, default or neglect, in the opinion of the company, to observe and comply fully with the terms and conditions of your internship with the company herein contained.
14. All works developed by you during the course of your internship with the company, shall belong exclusively to the company and you hereby irrevocably assign the ownership of copyrights in such works and those of any other derivative works, to the company. You will promptly provide to the company a complete written disclosure for each such work identifying the features or concepts you believe to be new or different. You grant to the company an irrevocable, non-exclusive, worldwide, perpetual, paid up license under the works.
15. Upon having removed from the engagement, you agree not to solicit the customer/client of the company (including any subsidiary, affiliate, group company or any of them) for the purpose of offering to that person services similar to or competing with those of the business conducted by the company. Further, you agree not to solicit or entice away, or endeavor to solicit or entice away, any director or employee of the company (including any subsidiary, affiliate, Group Company or any of them).
16. You shall not accept any contribution or otherwise associate with the raising of any funds or make any other collections, whether in cash or in kind in pursuance of any object, whatsoever, or accept or demand any subscription from any employee or staff members of the Company.
17. In matters not herein specified, you will be governed by such rules of the Management as are in force from time to time. You agree to carry out all lawful orders/instructions/directions of the company and your immediate superior as are given to you in connection with the day to day discharge of your duties while in engagement with the company. Further, you agree that you shall be responsible for any fraud/misappropriations (financial or otherwise)/act of omission and/or commission committed by you and/or any of the team member(s) under you.
18. The Company and/or its Director(s)/Official(s) shall not be responsible or liable, in any manner whatsoever, for any act done &/or representation/assurance etc. given by you, for procuring business or otherwise, which is not in consonance with the approved policies/guidelines of the company.
19. In addition to the letter of engagement, your engagement is governed by the code of conduct/ethics and/or the rules of the company (in force from time to time). You agree to carry out all lawful orders/instructions/directions of the company and your immediate superior as are given to you in connection with the day to day discharge of your duties while in internship with the company.
20. The invalidity or unenforceability of any particular provisions of this letter of engagement shall not affect the validity, legality or enforceability of the remainder of this letter of engagement, it being intended that all rights and obligations of the parties hereunder shall be enforceable to the fullest extent permitted by law.
21. You agree and acknowledge that the client's dealt by you is the Company's property. Further, you undertake not to cheat or mis-sell any investment products/financial products to the client of our Company. In the event of any breach or violation of this clause, necessary legal and disciplinary action shall be initiated and/or taken against you, including termination of your engagement with the Company.

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22. No matter what or subject to any circumstance, nowhere a student / intern is allowed to post/ write/ share/ forward/ convey in writing or any other communication form, directly or indirectly any negative substance/ matter/ incident/ story which can lead to devalue the image & reputation of brand, however in such scenarios student is encouraged & requested to connect with Company /College management through suggested hierarchy to ensure his/ her concern has reached to concerned authorities timely.

23. Student / intern is expected to work/ learn with a promising & progressive attitude & discipline with highest possible standards reflecting Industry standards to make it a wonderful experience for all.

24. The clauses which by their very nature need survival shall survive any termination of this letter of Engagement.

25. This letter of engagement is made in New Delhi and the Courts at Delhi/New Delhi shall have the exclusive jurisdiction to resolve any dispute between the parties.

If the above terms and conditions are acceptable to you, please acknowledge by signing below and returning one copy of this letter to us.

We wish you long term and fruitful association with our company.

Cordially Yours

For Bajaj Capital Insurance Broking Limited.



Sunaina Mattoo Khanna

Chief People Officer and Head- Transformation

Agreed and Accepted

Signature: _____

Name: _____

Father's Name: _____

Address: _____

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Date: Jul 18, 2024
Offer No : QS3314314

PRALAY SAHA
AMTALI,AGARTALANPIN-799130
AGARTALA
TRIPURA

FIXED TERM EMPLOYMENT CONTRACT

Dear **PRALAY SAHA**

We are pleased to offer you employment at QUESS Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to BHARTI AIRTEL SERVICES LIMITED under this Contract. The terms of employment is exclusively with QUESS, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from JUL 22, 2024 be deputed by QUESS, to work at client's office / premises at any of their locations.

During the course of your contract, you can be transferred to a location within the territory of India as and required by Quess for rendering the services under this contract

TENURE:

The term of your Contract shall be valid from JUL 22, 2024 to JUN 19, 2025.

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

Quess Confidential

This is a system generated letter

Offer No : QS3314314

Page 1

QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quesscopy.com> | Toll Free No: 1800-572-3333



TO CHECK IF YOUR OFFER LETTER IS GENUINE.
Open the camera on your smart phone and scan.



You are required to work at client's location at AGARTALA.

POSITION:

You are appointed as BB CHAMP.

REMUNERATION:

The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:

Unless otherwise notified to you in writing this contract of employment would be valid JUN 19, 2025 from the date of you joining QUESS. This contract may be considered for an extension depending on the client and QUESS's requirements. The extension of contract period would be considered on fresh terms as agreed between you and QUESS through a separate mutually executed contract of employment. QUESS shall inform you in writing of the extension requirements.

WORKING HOURS:

You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Officer of the client, which needs to be mandatorily sent to the contact person at QUESS within the cut-off date as mutually agreed for pay-roll processing.

TERMINATION & SUSPENSION:

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.

During the tenure of your Contract, any deviation or misconduct in any form that were noticed by the company or if there are any breach of internal policies or any regulation that was mutually agreed to be complied with, QUESS or principal employer has the rights and authority to suspend your services until you are notified to resume work in writing. QUESS reserves all such right to withheld full or a portion of your salary during such suspension period.

Quess Confidential

Offer No : QS3314314

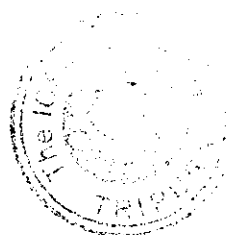
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QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.queSScorp.com> | Toll Free No: 1800-572-3333



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NOTICE PERIOD:

In the eventuality if you wish to separate from the organization you will need to give 30 day's notice in writing. The Contract can be terminated at the discretion of QUESS subject to 30 day's notice.

However due to breach of code of conduct, misbehavior or indiscipline etc, then in such cases, QUESS will have / reserve rights to terminate immediately without giving notice period.

INDEMNITY:

You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall indemnify the client if there is a loss of any kind to the said property.

CODE OF CONDUCT:

You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

HOLIDAYS:

You will be entitled to paid holidays in a year as notified by the company from time to time.

ADDRESS FOR COMMUNICATION:

The address of communication for the purpose of service of notice and other official communication to the company shall be the registered address of the company. The address of communication and service of notice and other official communication is the address set out as above and your present residential address namely. In the event there is a change in your address, you shall inform the same in writing to the Management and that shall be the address last furnished by you, shall be deemed to be sufficient for communication and shall be deemed to be effective on you.

BACKGROUND VERIFICATION:

The company reserves the right to have your back ground verified directly or through an outside agency. if on such verification it is found that you have furnished wrong information or concealed any material

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information your services are liable to be terminated.

ABSENTEEISM:

You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly.

RULES AND REGULATIONS:

You shall be bound by the Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this letter of appointment.

OTHER TERMS OF CONTRACT:

In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of QUESS (as per Associate Manual). The combined rules and procedures as contained in this letter will constitute the standard employment rules and you are required to read both of them in conjunction.

JURISDICTION:

Notwithstanding the place of working or placement or the normal or usual residence of the employee concerned or the place where this instrument is signed or executed this Contract shall only subject to the jurisdiction of the High Court of Judicature of Karnataka at Bangalore and its subordinate Courts.

DEEMED CANCELLATION OF CONTRACT:

The Contract stands cancelled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.

ID CARD:

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Basis requirement, You will be issued ID Card at the time of joining. Displaying your ID Card is mandatory during your duty hours. At the time of Exit ,You will be required to submit the ID Card to our COE Centre (Address Given Below).

In case, you fail to submit your ID Card, you will be liable to pay back Rs.50/- and it will be recovered from your Full & Final Settlement.

Quess Corp Limited
COE (Centre Of Experience)
8th Floor, A-19,31 Raghukul Tower,
Sirsi Road, Khatipura (T-Point)
Jaipur, Rajasthan 302021

Note:

1. It is Employee responsibility to submit the card to COE Centre and also share the Courier Receipt over email idcards@quesscorp.com with subject line OMS ID/Employee ID.

2. In case Employee notify that He / She has lost the Card then they have to mandatorily notify it in written (Email / Letter) to idcards@quesscorp.com

You shall report to work on Jul 20 2024 at the clients place.

You are requested to bring the following documents at the time of joining:

1. Educational Certificates
2. Experience Letter / Relieving letter
3. Latest month pay slip
4. Photo ID proof
5. Address Proof
6. 5 passport size photographs
7. PAN card
8. UAN Card
9. Aadhaar Card

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards,

Quess Confidential

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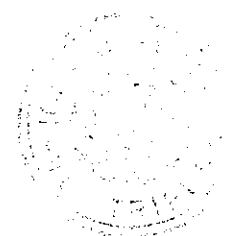
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For QUESS Corp Limited.



Tej Hans Raj Singh
COO Staffing

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same and I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

All the above mentioned terms and conditions will come in force from your date of joining, in case of no acceptance received before the first salary it would be deemed as acknowledged and accepted by you on receipt of your first salary.

Name:.....

Signature:.....

Place:.....

Date:.....

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Annexure A

Compensation Sheet

Offer No: **QS3314314**

Associate Name: **PRALAY SAHA**

Designation: **BB Champ**

Location: **AGARTALA**

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic	8650	103800
House Rent Allowance	3460	41520
Special Allowance	6294	75528
Advance_statutory_bonus	678	8136
Gross Salary	19082	228984

Employer's Contribution		
Employer_esi	599	7188
Employer Provident Fund	1943	23316
Total Contribution	2542	30504
Cost to Company: (CTC)	21624	259488

Deduction: (Subjected to change)		
Employee Esi	139	1668
Provident Fund	1793	21516
Professional Tax	150	1800
Total Deduction	2082	24984
Net Take Home	17000	204000

[Handwritten Signature]

Tej Hans Raj Singh
COO Staffing

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Dear Associate,

Please download the WorQ App on your mobile for a host of benefits

- Access all your HR Documents (PaySlip, Offer Letter, PF/ESIC/Insurance Nos, Form 16
- Get Digital ID Card
- Get Easy Access to Quess helpline
- Get access to Quess Marqet to get lucrative offers specifically for Quess Associates
- Get host of learning opportunities

You will receive your User Id / Password & Company ID by sms to your registered mobile No.

For any issues in login to WorQ app, please email to help@quesscorp.com.

Please mention your

- Offer no :QS3314314
- Name :PRALAY SAHA
- Mobile no

Link to download WorQ

Play Store (Android) - <https://goo.gl/rqsMnr>

App Store (iOS) - <https://goo.gl/DmHpEj>

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W0/HR/OFFER/2024

Dated: 29-07-2024

Dear Hrittika Banik,

Congratulations..!! Subsequent to your interview process we are pleased to extend an offer to you to join Weboptive Network Pvt. Ltd. as **"Digital Accounts Executive-Sales"** on the following Terms and Conditions.

Commencement of Employment:

Your full-time employment as **"Digital Accounts Executive- Sales"** would be effective from **05/08/2024** with your base location as Agartala, subject to the completion of your academic course/exit formalities from the previous employer. In case you do not report for duty on or before your date of joining, this offer of appointment will stand cancelled or withdrawn. Your appointment stands effective from the date you join the organization.

Your initial posting will be remote. However, your position is transferable, and you may be assigned to any other office of Weboptive, its subsidiaries, or associate companies. If transferred, you will be subject to the policies of the new location.

Compensation:

Our offer to you includes an annual compensation of Rs. 1,44,000 Fixed. Apart from fixed salary you are also eligible to earn Variables as performance-based incentives, which will be communicated while onboarding process. The compensation package includes various allowances details of which are elaborated in Annexure-1. The company reserves the right to change or modify the manner, composition or mode of delivering compensation in its full discretion.

Benefits program:

Company is committed to providing employees comprehensive and competitive levels of compensation and benefits. Our salary and benefit programs are competitive in our industry and are designed to meet the needs of employees and their families. You will be eligible for the benefit plan as adopted by the company from time to time which shall be governed by the terms of applicable plans. Please refer annexure for a description of each benefit program.



080-354-36652
+91-8971782340



3rd Floor, AR Plaza, 18/9, 100 Feet Ring Rd,
above Sangeetha Mobile Showroom, BTM
1st Stage, Bengaluru, Karnataka 560029



info@weboptive.com
support@weboptive.com





Leave Policy:

As an organization, we follow a calendar year from 1st January to 31st December. As an employee, you will be eligible for 5 Festival Leaves and 3 National Holidays annually. Additionally, you will accrue 1 days of Medical Leave and 1 days of Casual Leave per month. Salary will not be paid for periods of unauthorized absence. You are expected to perform all duties and obligations and comply with any orders designated by Company management that are reasonably consistent with your position. You may also be required to work in shifts, which will be communicated to you by your manager or supervisor well in advance.

Probationary period:

For the first (3) three months from the actual date of appointment you will be deemed to be on probation. In cases of unsatisfactory performance, the probation period might be extended until the company advising you of confirmation or notifying you otherwise. If you do not hear anything in writing upon completion of probation period, your services to the company are deemed to have been confirmed. During your probation, however, the company reserves the right to terminate employment at a shorter notice period for reasons of non-performance, indiscipline, insubordination, misrepresentation of facts in employment application, misconduct, engaging in illegal activity which may affect the Company's image. On-the-Job Training (OJT) will be for 15 days and is unpaid. During the OJT Period, your employment can be terminated with 48 hours' notice. After confirmation, termination requires 30 days' notice.

Information given or Background verification:

The Company reserves the right to undertake background verification/reference checks based on need from time to time. The commencement or continuation of your employment with the company is contingent on the results of a background check which includes reference checks and verification of academics. If the results of your background check reveal information that is inconsistent with our standards, this offer may be rescinded or your employment with the company may be subject to immediate termination. Please provide us with academic credentials & professional reference.

Confidentiality:

You must always maintain the highest degree of secrecy and keep as confidential the records, documents and such other information relating to the business of the company which may be known to you or confided in you by any means in the course of your employment with the company. This offer is also contingent upon your adherence to the company's policies and procedures applicable to all the employees in general, and / or applicable to your position or function with the company.



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1st Stage, Bengaluru, Karnataka 560029



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support@weboptive.com



WEBOPTIVE

Network Private Limited

CIN : U63121KA2023PTC178227



www.weboptive.com

Upon commencement of your employment, you will be required to execute the company's standard forms of employment application and other forms required of employees in general.

Notice Period:

The period of Notice period for each level is based on criticality of role in each level and the time required for replacement of talent. At **Weboptive Network Pvt. Ltd** this is usually one month.

Exclusivity

Your position is a whole time employment with the company and you shall devote yourself exclusively to the business of the company. You shall not take up any other work for remuneration or work on advisory capacity or be interested directly or indirectly in any other trade or business during the employment with the company without permission in writing from the management. You shall not solicit any employment OR accept any employment OR join the employment with the customer(s) and/or partners/ Competitors of Weboptive with whom you worked during the course of your employment or within 12 months from the time of leaving the employment with Weboptive Network Pvt. Ltd.

Representations and warranties:

By signing this letter you are representing to the company your acceptance of this offer and agreeing to the employment of the company under these terms will not conflict with, violate or constitute a breach of any employment or other agreement to which you are a party and that you are not required to obtain the consent of any person, firm, corporation or other entity in order to accept this offer of employment.

You further warrant and represent that you are not subject to any restrictive covenants or other continuing obligations that in any way restrict your ability to engage in or solicit any business of any type engaged in by the company or participate in recruiting or staffing efforts on behalf of the company.

You further represent and agree that you will not knowingly use or otherwise disclose any confidential, business and proprietary or trade secret information obtained as a result of any prior employment in connection with the performance of your job duties for the company, unless specifically authorized to do so by someone with the appropriate authority from the applicable place of former employment and that this provision should be regarded as this company's instruction for you not to do so.



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Further the company is fully authorized to take appropriate action in the event of you indulging

- 1) an act of fraud or dishonesty in the course of your employment with the company;
- 2) an act of omission which causes you or the company to be in violation of Central or State securities laws, rules or regulations.
- 3) your material breach of any written policy applicable to your employment with the company.

This letter supersedes any prior oral or written understanding regarding the terms and conditions of your employment with the Company, and any changes to such terms must be in writing and signed by you and an authorized representative of the Company.

We believe that you are capable of making an outstanding contribution and we can offer you a challenging and rewarding career at Weboptive Network Pvt. Ltd.

Please review this letter and sign this copy on or before **05/08/2024**, as this date represents the expiration of this offer letter.

Sincerely,

For Weboptive Network Pvt. Ltd

**Mr. Yaseen Pasha
HRO- Weboptive**

Accepted

Signed with Odoo Sign

1218129906

Hrittika Banik



Annexure- 1

Salary Breakup			
Hrittika Banik			
S.No	Salary Components	Limits (Per Month)	Limits(Per Annum)
1	Basic	4,800	57,600
2	HRA	2,400	28,800
3	Conveyance	1,250	15,000
4	Medical Allowance	1,600	19,200
6	Special Allowance	1,950	23,400
Total CTC		12,000	1,44,000
Please Note: PT and TDS will be deducted from the above salary for the Net take home.			
PF &ESI Employee contribution will be part of Gross Salary			

In addition to the above cash compensation you will be eligible for other benefits like.

1. You are eligible for a performance-based Incentive, which is based upon your individual performance against target achievement.
2. Your salary and benefits information in this letter is highly confidential. Sharing this information with anyone is against the policies of the company and may lead to termination.
3. All tax liabilities arising out of the above compensation shall be borne by the employee. Tax at source will be deducted as per the Income Tax Act.



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1st Stage, Bengaluru, Karnataka 560029



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support@weboptive.com



LETTER OF INTENT

Date: 31/05/2024

Dear Dibakar Deb,

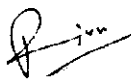
Congratulations!!!

With reference to your application & the subsequent interview you had with us, we are pleased to offer you the position of 'Relationship Manager' in our organization. You would be required to join us tentatively on the 4th of June 2024. failing which this offer will automatically stand cancelled, unless a new date is agreed to by us in writing. Your total Cost to the Company will be of Rs. 5,06,400 per annum.

Components	Fig in INR/Month
Basic	8,400
House Rent Allowance	3,600
Attendance Allowance	1,400
Transport Allowance	800
Medical Allowance	1,250
Special Allowance	4,150
Insurance	1,200
Professional Tax	200
Total Gross Salary	21,200
Insurance	1,200
Professional Tax	200
Total Take Home Salary	19,800
PLI	21,000
Total CTC	5,06,400

You will be on training for a period of 5 days post which you will enter the probation for a period of 3 months. A detailed Employment confirmation letter will be given to you subject to the clearance of the probation completion period criteria.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that together we can build a world leader. We assure you of our support for your professional development and growth.




Rajen Patwari

HR Manager

OnePaper Research Analysts Pvt Ltd

74 Techno park, 74/11 "C" Cross Road Opp,
Gate No2 MIDC 400093 Seepz Andheri East,
Mumbai, Mumbai City, Maharashtra, India

 022-49392323 support@onepaper.in

LETTER OF INTENT

Date: 31/05/2024

Dear Sakil Mahamud Rana,


Congratulations!!!

With reference to your application & the subsequent interview you had with us, we are pleased to offer you the position of 'Relationship Manager' in our organization. You would be required to join us tentatively on the 4th of June 2024, failing which this offer will automatically stand cancelled, unless a new date is agreed to by us in writing. Your total Cost to the Company will be of Rs. 5,06,400 per annum.

Components	Fig in INR/Month
Basic	8,400
House Rent Allowance	3,600
Attendance Allowance	1,400
Transport Allowance	800
Medical Allowance	1,250
Special Allowance	4,150
Insurance	1,200
Professional Tax	200
Total Gross Salary	21,200
Insurance	1,200
Professional Tax	200
Total Take Home Salary	19,800
PLI	21,000
Total CTC	5,06,400

You will be on training for a period of 5 days post which you will enter the probation for a period of 3 months. A detailed Employment confirmation letter will be given to you subject to the clearance of the probation completion period criteria.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that together we can build a world leader. We assure you of our support for your professional development and growth.




Rajen Patwari

HR Manager

OnePaper Research Analysts Pvt Ltd

74 Techno park, 74/11 "C" Cross Road Opp,
Gate No2 MIDC 400093 Seepz Andheri East,
Mumbai, Mumbai City, Maharashtra, India

 022-49392323 support@onepaper.in



Date- 21/11/2023

Dear **Ananya Ghosh**

Apropos to your application for the post of "**Business Development Executive**" and subsequent to our discussions we are pleased to offer you the position of as "**Business Development Executive**" This is subject to no adverse findings arising from any of the Employee background verification which is required to be carried out by the Organization. The date of your joining Inmovidu **3RD MAY 2024** with the following terms of engagement as outlined below. Your Reporting date is **3RD MAY 2024** subject to change, based on the pandemic situation and as per government guidelines.

Working Hours/Duration – The working hours of the firm are 11.30 AM-8.30 PM. We do not follow Flexi hours, so it is mandatory to complete the working hours at the office/home. You may be required to work on the weekends and the week offs will be provided during the weekday as agreed between the employee and the Manager.

Absence from work– Salary will not be paid for periods of unauthorized absence.

Location –Your place of the employment or the job will be the office of the Company at Agartala or whatever other office or branch of the Company.

Duration of probation period: Your duration of the probation is for **06 months**. Post successful completion of the probation you will be eligible for a fulltime placement opportunity with a CTC mentioned in Annex 1.

Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which is reasonably consistent with your position as an Executive. You are eligible for a conditional Pre-Placement offer conditional on your performance after six months of your probation. If you are absent from work for more than 5 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your employment without notice.

Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

Code of Conduct – Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

Confidentiality - In the ordinary course of your employment you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment or with other employees/ interns who are not otherwise authorized to know.

Restriction after Termination of the employment- You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course employment. To protect the interests of the Company you are bound by a 6-month non-solicitation clause wherein you will not entice or solicit or assist another intern of the firm.



Agartala Dhaleswar, ashram Chowmuni, opposite of AMC office, near Satadol sangha, third floor of Janani medical

☎- 8197247420 / hr@inmovidutech.com

CIN: U72900KA2016PTC095268 II GSTN: 29AAECI2254D1ZS. II PAN: AAECI2254



Data Consent

In consideration of being employed at Movidu, hereby expressly agree as follows:

Movidu may collect process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, Movidu may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Date:

Signature:



Name:

Permanent Address:



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8197247420 / hr@inmovidutech.com
CIN: U72900KA2016PTC095268 || GSTN: 29AAECI2254D1ZS. || PAN: AAECI2254D



After the **successful completion of 6 months of probation** the candidate will be **eligible for the full- time employment opportunity with the below mentioned CTC which is given in ANNEX 1.**

ANNEX 1

Name:	Designation: Business Development Executive
Date of Joining:	Work Location: Agartala, Tripura.

Compensation Component:

Basic Salary in INR	120,000
House Rent Allowance in INR	60,000
Special Allowance in INR	51,000
Dearness Allowance in INR	48,000
Conveyance Allowance in INR	21,000
Annual Fixed Remuneration in INR	300,000
*Annual Variable Pay/ Incentives in INR	Up to 400,000
*Performance Award (0-12% of Basic Salary + Allowances in INR)	Up to 25000
Total Compensation	Annual Fixed Remuneration + Incentives + Performance award

Allowances:

House Rent Allowance in INR	60,000
Special Allowance in INR	51,000
Dearness Allowance in INR	48,000
Conveyance Allowance in INR	21,000

**Based on your performance, the monthly incentive amount may vary.

**The company reserves the right at its discretion to adjust the program terms or cancel terms or otherwise modify the program at any time.





Dear **Joydeep Chanda Roy**

Date- 21/11/2023

Apropos to your application for the post of "**Business Development Executive**" and subsequent to our discussions we are pleased to offer you the position of as "**Business Development Executive**" This is subject to no adverse findings arising from any of the Employee background verification which is required to be carried out by the Organization. The date of your joining Inmovidu **3RD MAY 2024** with the following terms of engagement as outlined below. Your Reporting date is **3RD MAY 2024** subject to change, based on the pandemic situation and as per government guidelines.

Working Hours/Duration – The working hours of the firm are 11.30 AM-8.30 PM. We do not follow Flexi hours, so it is mandatory to complete the working hours at the office/home. You may be required to work on the weekends and the week offs will be provided during the weekday as agreed between the employee and the Manager.

Absence from work– Salary will not be paid for periods of unauthorized absence.

Location –Your place of the employment or the job will be the office of the Company at Agartala or whatever other office or branch of the Company.

Duration of probation period: Your duration of the probation is for **06 months**. Post successful completion of the probation you will be eligible for a fulltime placement opportunity with a CTC mentioned in Annex 1.

Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which is reasonably consistent with your position as an Executive. You are eligible for a conditional Pre-Placement offer conditional on your performance after six months of your probation. If you are absent from work for more than 5 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your employment without notice.

Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

Code of Conduct – Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

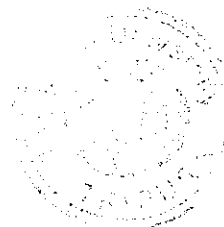
Confidentiality - In the ordinary course of your employment you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment or with other employees/ interns who are not otherwise authorized to know.

Restriction after Termination of the employment- You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course employment. To protect the interests of the Company you are bound by a 6-month non-solicitation clause wherein you will not entice or solicit or assist another intern of the firm.

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office, near Satadol sangha, third floor of Janani medical

☎- 8197247420 / hr@inmovidutech.com

CIN: U72900KA2016PTC095268 II GSTN: 29AAECI2254D1ZS. II PAN: AAECI2254





Data Consent

In consideration of being employed at Movidu, hereby expressly agree as follows:

Movidu may collect process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, Movidu may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Date:

Signature:

Name:

Permanent Address:

Agartala Dhaleswar, ashram Chowmuni, opposite of AMC
office, near Satadol sangha, third floor of Janani medical
8197247420 / hr@inmovidutech.com
CIN: U72900KA2016PTC095268 | GSTN: Z9AAECI2254D1ZS. | PAN: AAECI2254D





After the **successful completion of 6 months of probation** the candidate will be **eligible for the full- time employment opportunity with the below mentioned CTC which is given in ANNEX 1.**

ANNEX 1

Name:	Designation: Business Development Executive
Date of Joining:	Work Location: Agartala, Tripura.

Compensation Component:

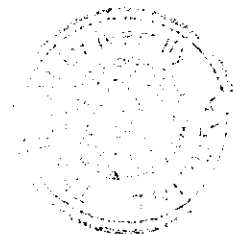
Basic Salary in INR	120,000
House Rent Allowance in INR	60,000
Special Allowance in INR	51,000
Dearness Allowance in INR	48,000
Conveyance Allowance in INR	21,000
Annual Fixed Remuneration in INR	300,000
*Annual Variable Pay/ Incentives in INR	Up to 400,000
*Performance Award (0-12% of Basic Salary + Allowances in INR)	Up to 25000
Total Compensation	Annual Fixed Remuneration + Incentives + Performance award

Allowances:

House Rent Allowance in INR	60,000
Special Allowance in INR	51,000
Dearness Allowance in INR	48,000
Conveyance Allowance in INR	21,000

**Based on your performance, the monthly incentive amount may vary.

**The company reserves the right at its discretion to adjust the program terms or cancel terms or otherwise modify the program at any time.





Dear **Nirmalya Deb**

Date- 21/11/2023

Apropos to your application for the post of "**Business Development Executive**" and subsequent to our discussions we are pleased to offer you the position of as "**Business Development Executive**" This is subject to no adverse findings arising from any of the Employee background verification which is required to be carried out by the Organization. The date of your joining Inmovidu **3RD MAY 2024** with the following terms of engagement as outlined below. Your Reporting date is **3RD MAY 2024** subject to change, based on the pandemic situation and as per government guidelines.

Working Hours/Duration – The working hours of the firm are 11.30 AM-8.30 PM. We do not follow Flexi hours, so it is mandatory to complete the working hours at the office/home. You may be required to work on the weekends and the week offs will be provided during the weekday as agreed between the employee and the Manager.

Absence from work– Salary will not be paid for periods of unauthorized absence.

Location –Your place of the employment or the job will be the office of the Company at Agartala or whatever other office or branch of the Company.

Duration of probation period: Your duration of the probation is for **06 months**. Post successful completion of the probation you will be eligible for a fulltime placement opportunity with a CTC mentioned in Annex 1.

Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which is reasonably consistent with your position as an Executive. You are eligible for a conditional Pre-Placement offer conditional on your performance after six months of your probation. If you are absent from work for more than 5 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your employment without notice.

Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

Code of Conduct – Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

Confidentiality - In the ordinary course of your employment you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment or with other employees/ interns who are not otherwise authorized to know.

Restriction after Termination of the employment- You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course employment. To protect the interests of the Company you are bound by a 6-month non-solicitation clause wherein you will not entice or solicit or assist another intern of the firm.



Agartala Dhaleswar, ashram Chowmuni, opposite of AMC office, near Satadol sangha, third floor of Janani medical

Call- 8197247420 / hr@inmovidutech.com

CIN: U72900KA2016PTC095268 II GSTN: 29AAECI2254D1ZS. II PAN: AAECI2254



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In this regard, Movidu may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Date:

Signature:

Name:

Permanent Address:



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8197247420 / hr@inmovidutech.com
CIN: U72900KA2016PTC095268TT GSTN: 29AAECI2254D1ZS. || PAN: AAECI2254D



After the **successful completion of 6 months of probation** the candidate will be **eligible for the full- time employment opportunity with the below mentioned CTC which is given in ANNEX 1.**

ANNEX 1

Name:	Designation: Business Development Executive
Date of Joining:	Work Location: Agartala, Tripura.

Compensation Component:

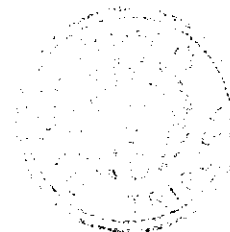
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Special Allowance in INR	51,000
Dearness Allowance in INR	48,000
Conveyance Allowance in INR	21,000
Annual Fixed Remuneration in INR	300,000
*Annual Variable Pay/ Incentives in INR	Up to 400,000
*Performance Award (0-12% of Basic Salary + Allowances in INR)	Up to 25000
Total Compensation	Annual Fixed Remuneration + Incentives + Performance award

Allowances:

House Rent Allowance in INR	60,000
Special Allowance in INR	51,000
Dearness Allowance in INR	48,000
Conveyance Allowance in INR	21,000

**Based on your performance, the monthly incentive amount may vary.

**The company reserves the right at its discretion to adjust the program terms or cancel terms or otherwise modify the program at any time.





Dear Akhansha Ghosh

Date- 21/11/2023

Apropos to your application for the post of "**Business Development Executive**" and subsequent to our discussions we are pleased to offer you the position of as "**Business Development Executive**" This is subject to no adverse findings arising from any of the Employee background verification which is required to be carried out by the Organization. The date of your joining Inmovidu **3RD MAY 2024** with the following terms of engagement as outlined below. Your Reporting date is **3RD MAY 2024** subject to change, based on the pandemic situation and as per government guidelines.

Working Hours/Duration – The working hours of the firm are 11.30 AM-8.30 PM. We do not follow Flexi hours, so it is mandatory to complete the working hours at the office/home. You may be required to work on the weekends and the week offs will be provided during the weekday as agreed between the employee and the Manager.

Absence from work– Salary will not be paid for periods of unauthorized absence.

Location –Your place of the employment or the job will be the office of the Company at Agartala or whatever other office or branch of the Company.

Duration of probation period: Your duration of the probation is for **06 months**. Post successful completion of the probation you will be eligible for a fulltime placement opportunity with a CTC mentioned in Annex 1.

Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which is reasonably consistent with your position as an Executive. You are eligible for a conditional Pre-Placement offer conditional on your performance after six months of your probation. If you are absent from work for more than 5 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your employment without notice.

Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

Code of Conduct – Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

Confidentiality - In the ordinary course of your employment you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment or with other employees/ interns who are not otherwise authorized to know.

Restriction after Termination of the employment- You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course employment. To protect the interests of the Company you are bound by a 6-month non-solicitation clause wherein you will not entice or solicit or assist another intern of the firm.

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Call - 8197247420 / hr@inmovidutech.com

CIN: U72900KA2016PTC095268 II GSTN: 29AAECI2254D1ZS. II PAN: AAECI2254





Data Consent

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In this regard, Movidu may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

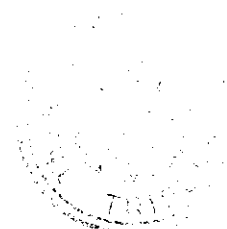
Date:

Signature:



Name:

Permanent Address:





After the **successful completion of 6 months of probation** the candidate will be **eligible for the full- time employment opportunity with the below mentioned CTC which is given in ANNEX 1.**

ANNEX 1

Name:	Designation: Business Development Executive
Date of Joining:	Work Location: Agartala, Tripura.

Compensation Component:

Basic Salary in INR	120,000
House Rent Allowance in INR	60,000
Special Allowance in INR	51,000
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Allowances:

House Rent Allowance in INR	60,000
Special Allowance in INR	51,000
Dearness Allowance in INR	48,000
Conveyance Allowance in INR	21,000

**Based on your performance, the monthly incentive amount may vary.

**The company reserves the right at its discretion to adjust the program terms or cancel terms or otherwise modify the program at any time.



Date: 24-11-23

Dear Sumasri Deb,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement

Your appointment date will be effective on your joining date (13-05-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below

- Your initial posting will be in Agartala. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
- Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based
- on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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- Leaves – As an organization we follow 1st Jan to 31st Dec calendar. As an employee, you will be eligible for 5 Festival Leaves, 3 National Holidays. In addition, you will be eligible for 1.5 Days Medical and 1.5 Days Casual leaves per month.
- Absence from work – Salary will not be paid for periods of unauthorized absence.
- Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which are reasonably consistent with your position.
- Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

Code of Conduct – Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

Confidentiality - In the ordinary course of your employment you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment.

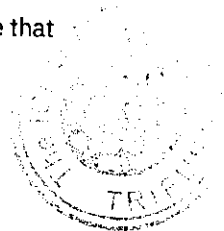
Probation - You will be on probation for a period of 3 months. During the probation your performance shall be reviewed by the Company. At the end of the probationary period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company.

Restriction After Termination of the employment - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a 3-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company,

Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that

- You do not disclose any personal data without prior written approval
- You do not access information that you are not otherwise authorized to view.
- You do not access systems and IT infrastructure that you are not authorized.
- You do not treat personal data carelessly
- You secure all printouts away when not in use. You do not share your passwords to any unauthorized person.



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Termination – By you: During the period of probation, you are required to give the company at least one calendar months' notice in writing. Post that confirmation, you are required to give the company 15 working days' notice in writing. In case the notice period as per terms of employment is not served, pay in lieu of notice period would be deducted from the final settlement dues to the employee.

Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, except articles written with personal opinion. You agree that you will promptly inform the Company about any Intellectual Property you make or are involved in making.

Compensation

We confirm offering annual compensation of INR 5,00,000 (Five Lakhs only) comprising of fixed component of INR 3,00,000 (Three Lakhs only){Will be discuss again after probation}, and variable component of INR 2,00,000 (Two Lakhs only) per annum to you, the details of which would be as per schedule 1.

In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

Probation Period

You will be on probation for 104 Days during which your performance will be reviewed, however you are expected to clear the On the Job Training (OJT) in 14 days (UNPAID). Your employment is terminable by giving (48 Hours) notice during the probation period & (30 days) post confirmation. Either party is not bound to give any reason thereof. During the probation period you are eligible for a remuneration of INR 12,000 and INR 12,000 Incentive.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Name

Accept & Sign



Personal Data - Consent

In consideration of being employed by LearnNex

I hereby expressly agree as follows:

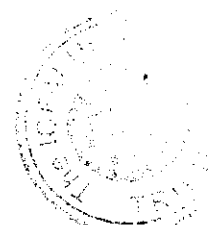
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In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Accept & Sign



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deduction is a part of CTC.

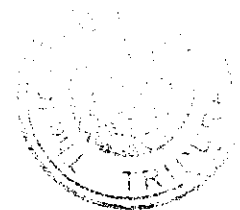
Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Date

Name.....

Accept & Sign



6289575772



hr@learnnex.in



www.learnnex.in

Date: 24-11-23

Dear Bikagh Dey,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement

Your appointment date will be effective on your joining date (13-05-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below

- Your initial posting will be in Agartala. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
 - Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
 - You may be required to travel on company work and you will be reimbursed expenses as per company policy.
 - If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
 - You will retire from the services of the company on attaining superannuation [58 years]
 - Your individual remuneration is confidential between you and the company. It has been determined based on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.
- Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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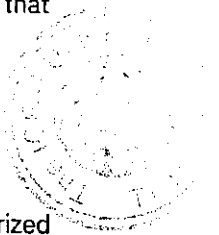
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Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that

- You do not disclose any personal data without prior written approval
- You do not access information that you are not otherwise authorized to view.
- You do not access systems and IT infrastructure that you are not authorized.
- You do not treat personal data carelessly
- You secure all printouts away when not in use. You do not share your passwords to any unauthorized person.



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Compensation

We confirm offering annual compensation of INR 5,00,000 (Five Lakhs only) comprising of fixed component of INR 3,00,000 (Three Lakhs only){Will be discuss again after probation}, and variable component of INR 2,00,000 (Two Lakhs only) per annum to you, the details of which would be as per schedule 1.

In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

Probation Period

You will be on probation for 104 Days during which your performance will be reviewed, however you are expected to clear the On the Job Training (OJT) in 14 days (UNPAID). Your employment is terminable by giving (48 Hours) notice during the probation period & (30 days) post confirmation. Either party is not bound to give any reason thereof. During the probation period you are eligible for a remuneration of INR 12,000 and INR 12,000 Incentive.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Name

Accept & Sign



Personal Data - Consent

In consideration of being employed by LearnNex

I hereby expressly agree as follows:

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In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Accept & Sign



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deduction is a part of CTC.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Date

Name.....

Accept & Sign



6289575772



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WINSPARK INNOVATIONS LEARNING PVT LTD.
1108-1109, 11th floor, JMDMegapolis, Sohna Road, Gurgaon
<http://www.planetspark.in>

Offer Letter

Date: 29/09/2023

To RIMPI BAISHYA

Employee Code: PS18425

Dear RIMPI

Sub: Offer Letter

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **14th May 2024**. You will be based out of PlanetSpark office at Planet Spark Tower A, 1st floor, Unitech Cyber Park, Sector 39, Gurugram, Haryana 122002. You will be working from office from day one of joining.

You will be paid gross emoluments and incentives as detailed in Annexure – A when 1 Lac revenue reflects in the sales dashboard against your name.

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



Annexure – A

Emoluments can be bifurcated as under:

	Monthly	Yearly
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	7000	84000
Gross Salary	32400	388800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
Total CTC		6,50,400

Your overall training period is for 4 weeks. you would receive a training gross of **INR 21,428 (PF will be deducted)** per month which can be extended if needed. During this period the below mentioned targets has to be achieved to get the License to sell and move into the core sales team.

Region	Targets
Domestic	Rs 100000
UAE	\$1500
USA	\$1500

The trainee will be eligible to receive the Training gross only if they have 90% of daily Attendance in office and should have completed one whole month in the system.

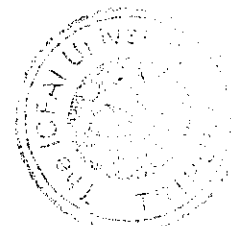
Annexure – B

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 one month from the date of joining. The probation can be discontinued anytime if target is not achieved during training and salary will be processed as FNF after 90 days.



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. At the end of training your performance will be reviewed by the Panel, based on the review you will be eligible to be placed in the core team.

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.

6. 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.

7. Annual Leave:

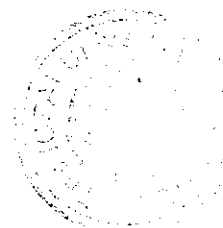
You will be entitled to 4 annual leaves for every completed quarter at the company and 7 annual medical leave. These are applicable for permanent employees

8. Termination of Service:

Either party can terminate this employment by serving a notice of 3 days on the other. The Full and Final settlement will be processed after 90 days from the last working date.

9. 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.

10. Non-Compete Clause:

During your employment with Winspark Innovations Learning Pvt Ltd, and for a period of 2 years following the termination of your employment, you agree that you will not directly or indirectly, for yourself or for any third party, engage in or be employed or associated with any business, entity, or person that offers learning products for 5 years to 40 year old learners, including but not limited to Coding, Math, English, Science or any other subject. This restriction shall apply regardless of whether such business, entity, or person is in competition with Winspark Innovations Learning Pvt Ltd

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





Private & Confidential

Letter of Appointment

Date: **05-Apr-2024**

Mr. Akash Majumder

S/O Chandra Mani Majumder, Bamutia Road, Near Subash Colony, VILL/Po-Gandhigram, VTC: PO: Salbagan, Agartala Sadar, West Tripura, India, 799012

Dear **Akash Majumder**

We are pleased to offer you an appointment in Cholamandalam Investment and Finance Company Limited (the Company) on the following terms and conditions:

Grade: MT

Grade Title: Management Trainee

Your Role: Management Trainee

SBU: Home Loans

Location: Agartala

We would appreciate your joining at the earliest, but in any case on or before **07-Jun-2024**.

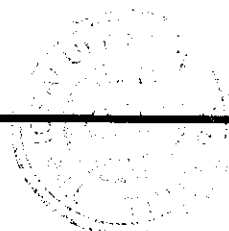
1. Your period of training will be One Year from the date of joining the Organization. Your compensation during the period will be as per Salary Annexure.
2. Your appointment as a Management Trainee is subject to your possessing the necessary qualifications and submitting necessary proof in this regard.
3. Your training will involve you undergoing training in any of the branch/location offices of the company, and the Management Reserve the right to transfer you to any location as per its requirements.
4. As a Management Trainee, you will be covered under the Company's Medical Reimbursement Scheme details of which will be intimated to you after commencement of your training. Please note that during the period you will not be considered as a regular employee of the company and will not be entitled to any other benefits.
5. During the training period you will be entitled to a total of 7 days Casual Leave and 7 days Sick Leave. On completion of your training & being absorbed in the company, you will be eligible for leave as per company rules.
6. Management reserves its rights to vary or extend the period of your training at its sole discretion. Nevertheless, on expiry of your training you shall not be entitled to claim for appointment. If the management finds your work satisfactory, on completion of your training period, the company may offer you an appointment in the management cadre as it deems fit.
7. During the training or thereafter you shall not be divulging or disclose directly or indirectly to anyone any knowledge or information in respect of any inventions, processes, formulae or secret methods which you may acquire or earn in the course of your training or otherwise.
8. During the training period, the appointment is liable for termination by either party by giving

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"Chola Crest", C54-55 & Super B-4, Thiru-Vi-Ka Industrial Estate,
Guindy, Chennai - 600032. Tel.: 044 4090 7172 | Fax: 044 4090 6464
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CIN: L65993TN1978PLC007576



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Chola

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one month's notice in writing or by paying one month's salary in lieu thereof. In case the Company decides to relieve you from the services at an earlier date, you will be liable to pay a sum equivalent to the gross salary payable for the number of days unserved in the notice period.

9. Relieving letter will not be issued by the Company until you pay the amount payable towards the unserved notice period together with any other dues payable to the Company. If the Company decides & communicates to you that you have to work throughout the full notice period and if you fail, the Management shall be at liberty to initiate appropriate disciplinary action against you.
10. However in the case of proven misconduct, which entails dismissal or discharge you will not be entitled to any notice or payment in lieu thereof from the company.
11. The appointment is subject to rules & regulations made by the company as are in force at present or as may be announced from time to time.
12. Please sign & return the duplicate to us indicating your acceptance of offer within 7 days of receipt of the same.

Looking forward to a professionally meaningful association with you.

Yours Faithfully

For **Cholamandalam Investment And Finance Company Limited**

R Chandrasekar

Digitally signed by R

Chandrasekar

Date: 2024.04.08 10:57:05

+05'30'

Executive Vice President & Head HR

Encl: Salary Annexure and Significant Service Conditions currently applicable to employees.

Having read the above terms and conditions, I hereby accept this offer of appointment and conditions stated herein above.

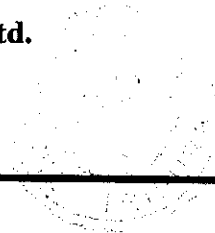
Signature:

Date of Joining:

Please note that this letter is digitally signed by the Authorised Signatory of the Company which is as good as handwritten signature for the purposes of validity, enforceability, and admissibility. This order will be either be transmitted electronically or issued physically at the sole discretion of the Company.

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SALARY ANNEXURE

Name : Akash Majumder
SBU : Home Loans
Grade : MT

Grade Title: Management Trainee
Location : Agartala

Pay Component	Monthly Amount	Annual Amount
Gross Salary	34200	410400
Basic Salary	14400	172800
House Rent Allowance	7200	86400
Special Allowance	12600	151200
Others	1800	21600
Employer PF	1800	21600
Total	36000	432000
Flexible	4000	48000
Retention Bonus	4000	48000
Total	4000	48000
Total	40000	480000

Retention Bonus - Will be paid on successful completion of one year of service from date of Joining, subject to confirmation.

Yours faithfully,
For **Cholamandalam Investment And Finance Company Limited**

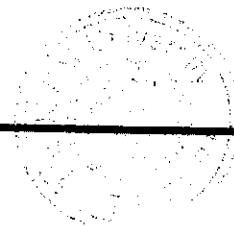
R Chandrasekar Digitally signed by R
Chandrasekar
Date: 2024.04.08 10:58:53 +05'30'

Executive Vice President & Head HR

Please note that this letter is digitally signed by the Authorised Signatory of the Company which is as good as handwritten signature for the purposes of validity, enforceability, and admissibility. This order will be either be transmitted electronically or issued physically at the sole discretion of the Company

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SIGNIFICANT SERVICE CONDITIONS CURRENTLY APPLICABLE TO EMPLOYEES

1. You shall, so long as you are in the service of Cholamandalam Investment and Finance Company Limited (the Company), obey all lawful orders given by your superior, for the time being, or by other duly constituted authorized person or persons, comply with the policies and SOPs of the Company and shall devote your whole time and attention to the business and interests of the Company and shall not engage in any other business or occupation whatsoever or be interested directly or indirectly in any business or undertaking having interest opposed to or competitive with the interests of the Company or in any business or undertaking having transactions with the Company except with Company's consent in writing.

2. While you are in the employment of the Company, if you make an invention, the invention shall be the exclusive property of the Company and you shall forthwith supply the Company with the full particulars of the invention and shall not, without their consent –

I. Divulge any particulars of the invention to any other person

II. Make use, exercise or vent the invention and

III. Encumber or dispose of your rights thereon

3. Either during or after your employment, you shall not divulge or utilize any confidential information belonging to the Company or any of its associated companies (including confidential information as to formulae, processes and manufacturing methods, personal data and sensitive personal data (such as financial information) of customers and confidential information as to the business and affairs of the Company/its Associate Companies) which may have come to your knowledge during your employment hereunder or during your employment under any previous contract of service with the Company or any of its Associate Companies' and you shall, both during and after your employment hereunder, take all reasonable precautions to keep all such information secret. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into public domain without any of fault on your part.

In the course of your employment, you may have access to unpublished price sensitive information of the Company and all such information shall be kept confidential during and/ or after your employment with the Company. While you are in possession of the unpublished price sensitive information, you shall comply with the provisions of the Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 (as amended from time to time) and/or such other relevant regulations and shall not indulge/support trading in the securities of the Company. You should not discuss about your compensation/salary details with other employees and keep the same as confidential.

4. Non-Compete

I. You shall not, in any manner directly or indirectly up to 18 months from the date of termination of employment:

a) Whether directly or indirectly through any of your agent or nominee, engage or hold any interest in any activity or business that would compete with the business or would adversely affect Company's interest/business in any manner.

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- b) Set up, solicit business on behalf of, render any services to, engage in, guarantee any obligations of, extend credit to, or have any ownership interests or other affiliation in, any business or other endeavor, (whether directly or indirectly), which is engaged in the business of the similar nature as the business or is competitive with the Company.
 - c) Solicit, render services to or for, or accept from, anyone who is/was a customer of the Company (whether present or future), any business of the type performed by the Company, or persuade or attempt in any manner to persuade any customer of the Company to cease to do business or to reduce the amount of business which any such customer has customarily done with the Company.
 - d) Take any specific actions to directly or indirectly, solicit, cause in any part or knowingly encourage any existing customers and/or suppliers/service providers of the Company to cease doing business in whole or in part with the Company, or solicit, cause in any part or knowingly encourage any of the then existing customers and/or suppliers/service providers of the Company to do business with any person other than the Company or itself, directly or indirectly, deal with such customers and/or suppliers/service providers that affects the business they do with the Company and/or its affiliates, (collectively "Protective Covenants").
- II. You agree that (i) the duration, type and periods of the Protective Covenants imposed hereinabove are fair and are reasonably required in order to protect and maintain the legitimate business interests and the goodwill associated with the business of the Company.
- III. If any of the Protective Covenants contained hereinabove or any part thereof, is held to be unenforceable by reason of it extending for an unreasonably long period of time, or over a wide geographical area, or by reason of it being otherwise unreasonably extensive, you agree that such Protective Covenants shall be deemed to be modified so as to permit its enforcement to the extent permissible under applicable law. In the event of any determination by a court or arbitration panel as to the extent of permissibility of Protective Covenants, the resulting modified covenant shall only apply with respect to the operation of such Protective Covenants in the particular jurisdiction in or for which such adjudication is made.

The Protective Covenants shall inure to the benefit of the Company, their successors and assigns.

5. Intellectual Property

All intellectual property rights in any work or material developed by you during your employment with the Company shall belong to and be the property of the Company and you confirm that you shall not be entitled to claim any rights over such intellectual property. If required by the Company, during or after the term of this engagement, you shall assign and transfer in favor of the Company or, at the request of the Company, in favour of any of its subsidiary or associate companies or customers, all intellectual property rights in such works or materials and shall execute such deeds and documents, as the Company may require, to effectually vest in the Company, any of its subsidiary or associate Company may require, any and all intellectual property rights and benefits in such works or materials.

In performance of your duties and responsibilities, you shall not use or infringe any intellectual property/properties or rights of any other persons.

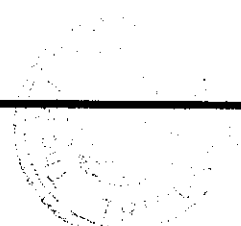
6. Except so far as may be necessary for the purposes of your duties you shall not, without the consent of the Company, retain or make originals or copies of mail or other electronic communications, letters, maps, reports, drawings, calculations, specifications, formulae, forms, licenses, agreements or other documents of whatever nature belonging to the Company or any of its Associate Companies or notes as

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thereof, nor retain samples or specimens in which the company or any of its associate companies may be or may have been interested and which have come into your possession by reason of your employment. If, on the termination of your employment you are in possession of any originals or copies of mail or other electronic communication, letters, maps, reports, drawings, calculations, specifications, formulae, forms, licenses, agreements or other documents of whatever nature belonging to the company or any of its associate companies or any notes thereof, or any samples of specimens as aforesaid, you shall deliver the same to the Company without being asked except so far as consent to retain them has been given to you by the Company.

7. Notwithstanding anything to the contrary herein contained, the Company may, at any time,

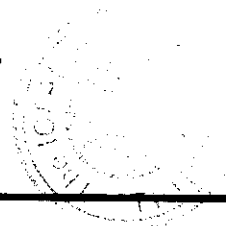
- a) terminate your appointment should you be absent from work consecutively for Five (5) days or more without prior approval of your superior or incapacitated from properly performing your duties owing to ill-health or accident for a period of three months by giving you 30 days' notice in writing of its intention to do so;
- b) summarily dismiss you by issuing a notice in writing (without salary in lieu of notice), should you be guilty of breach of this appointment, non-compliance of the Company policy/SOP, embezzlement, misappropriation or misuse or causing damage to the Company's asset/property, insobriety, addiction to drugs, act of fraud, dishonesty, conviction for any offence involving moral turpitude, disobedience, neglect of duty, misrepresenting the Company with its customers, entering into unauthorised transactions, insolvency, insubordination or failure to comply with the directions given to you by persons so authorised or other conduct which a superior of the Company certifies in writing to be detrimental to the business or interests of the Company (Such certificate to be final and binding in all respects);
- c) at its discretion, terminate your appointment either by giving you three months' notice (for MG grades)/one month notice (for SG grades), or without previous notice, upon paying you in addition to any sum which may have accrued to you at the date of such termination of your appointment, a sum by way of compensation equal to three months' basic salary (for MG Grades)/one-month basic salary (for SG Grades) (Calculated at the rate of salary on the date of separation).

8. Should your appointment be terminated for any of the causes contained in Clause 5 (a) or (b) then you shall not be eligible for any compensation or any remuneration beyond that which may have accrued to you at the date of the termination of your service or of your dismissal.

9. Should you for any reason wish to terminate your services with the Company, you will be at liberty to resign from our employment on the expiry of 90 days prior notice (for MG Grades) / 30 days prior notice (for SG Grade) in writing of your intention to do so or submit in HR's Software tool, which notice must be handed over to the Manager at whichever establishment you happen to be attached at the time or to Head-HR at the head office, should you have posted at the head Office at the time. It will be in the Company's discretion to decide in the event of your giving notice, whether you should work out the full period of notice or whether your services shall terminate at some earlier date determined by the company. In the event you fail to give such notice, the Company will be at liberty to receive from you a sum equivalent to three months' basic salary (for MG Grades)/one month basic salary (for SG Grades) then drawn by you, by representing liquidated damages for breach of contract and such recovery may,

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without prejudice to other modes or recovery, be effected from any sum due to you by way of salary or otherwise from the Company.

10. Relieving from Employment:

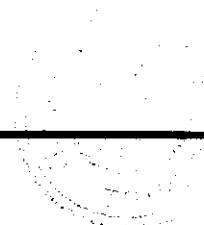
Notwithstanding the aforesaid or anything else to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).

These Significant Service Conditions apply except to the extent they are inconsistent with the terms of specific agreement(s) in writing, if any, executed by the Employee with the Company.

Signature:

Cholamandalam Investment and Finance Company Ltd.

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HO/HR/TA/180344307

Date:30/10/2023

Ms. Priya Debnath ,
Nutan Nagar Tanti Para, Near HDFC Bank, Airport Road, West Tripura, Tripura, 799009

Dear Ms. Priya Debnath ,

Sub: Provisional Offer Letter

With reference to your application and further to the interview and/or subsequent discussion you had with us, we are pleased to offer you the position of '**Executive Trainee**' - **Grade 'B1'**.

By joining ESAF BANK, you will be part of a fast-paced and socially dedicated team that works together to provide 'Joy of Banking to Everyone'. Also, you are committing to the Bank's **vision** of being India's leading social Bank that offers equal opportunities for the whole society through universal access and financial deepening, thus promoting financial inclusion, livelihood and economic development as a whole. In turn, Bank will be providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

The details of the offer are as follows, and shall be confidential.

You will be on training for a period of 12 months, which may be extended or regularized based on your performance and the successful completion of training will be followed by six months' probation. Your service in the Bank will be confirmed subject to your performance being satisfactory during the probationary period.

Your remuneration will be as follows:

1. Annual Salary would be Rs. 425000.0
2. Apart from the above, you will be eligible for Performance Incentive/ Pay as per Bank's policy, applicable to the Role/Grade.

The emoluments mentioned above are payable as per the policies of the bank, after effecting appropriate and applicable statutory deductions if any.

You shall be eligible for TA & DA and other payments as applicable to the grade, in line with the Bank's policy.

Your initial posting will be at any branch/office anywhere in India. However, the Bank reserves the right to transfer you to any Office / Department / Branch of the Bank, in India, that is in existence / or may come into existence at a future date, based on the Bank's business requirements.

You shall give the acceptance of the offer and of the above terms and conditions of employment on receipt of this letter. This offer letter is valid for 7 days from the date of this letter, for acceptance. This offer shall be effective from the date of your joining the Bank.

Your performance will be reviewed on a regular basis as per the performance parameters appropriate to the position mentioned. You will be governed by the rules, regulations and policies laid down by the **ESAF Bank** from time to time, and as applicable to your position.

Notwithstanding anything contained herein, if you are found to be indulging in any act of commission/omission that may be prejudicial to the interests of the Bank, violation of its code of conduct and/or policies, such act shall warrant disciplinary action, as deemed fit by the Bank.

Your appointment is subject to the necessary verifications / NOCs / receipt of Experience and Conduct certificate from your present/previous employers and receiving satisfactory references.

The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and in case of any dispute arising out of the same, the Courts at Thrissur will have exclusive jurisdiction.

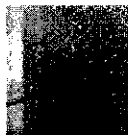
You are requested to produce the documents at the time of joining:

[Faint circular stamp or watermark is visible in the bottom right corner of the page.]

- Annexure 1 ([link](#))
- Medical Certificate ([link](#))
- Self Declaration of Medical Fitness ([link](#))

We welcome you to ESAF Small Finance Bank and look forward to your valuable contribution in scaling **ESAF Bank** to greater heights.

Yours sincerely,



Jojo K
Senior Manager

Compensation Particular	Monthly	Annual
(A) Fixed Monthly Pay - EARNINGS		
Basic Pay	12400	148800.0
House Rent Allowance	2480	29760.0
Dearness Allowance	2000	24000.0
Conveyance Allowance	0	0.0
Medical Allowance	0	0.0
Periodicals / Self Development Allowance	0	0.0
Food allowance/Coupons	0	0.0
LTA	0	0.0
Special Allowance	14866	178396.0
Total (A)	31746	380956.0
Fixed Monthly Pay - DEDUCTIONS		
Provident Fund - Employee	1728	20736.0
Professional Tax	0	0.0
Charity Fund	124	1488.0
ESWT Fund Contribution	124	1488.0
ESWT Membership - Rs.1000/- **	0	0.0
Let Them Smile (Voluntary)	0	0.0
Staff Advance (if taken)	0	0.0
Death Fund	0	0.0
TDS	0	0.0
Total Recovery	1976	23712.0
Net Salary Credit to Bank A/c	29770	357244.0
(B) Annual Pay		
Bonus	583	7000.0
Total (B)	583	7000.0
(C) Retiral & Other Benefits (Employer Contribution)		
Provident Fund - Employer	1728	20736.0
Medical Insurance	667	8000.0
Leave Surrender	0	0.0
Gratuity	692	8308.0
Total (C)	3087	37044.0
Cost To Company (A+B+C)	35417	425000.0

1. Incentives are paid to Employees in Business Stream as approved from time to time
2. Performance Pay upto 10% of Gross will be paid to staff in other Streams based on Bank's, Department's and Individual's annual performance
3. Employees Deposit Linked Insurance Scheme on Normal Death.
4. Group Term Life Insurance (for spouse also)
5. Death Benefit from Staff Welfare Trust
6. Future Gratuity benefits.
7. ESAF CUG facility.

8. Car Component as per Car Policy of the Bank
9. Changes as per bank policy will be incorporated time to time

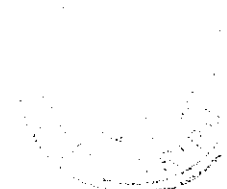
NB: 1. 1% of Basic salary will be deducted towards ESAF charity Fund meant for the charitable activities conducted by ESAF Society (eligible for 80G deduction under Income Tax Act)
2. 1% of Basic salary will be deducted towards ESAF Staff Welfare Fund meant for the employees of ESAF group
3. Applicable TDS will be effected on the salary.

ESAF SMALL FINANCE BANK LIMITED

ESAF SMALL FINANCE BANK LIMITED, PALAKAD NATIONAL HIGHWAY, THRISSUR-680 651, KERALA

Registered & Corporate Office: ESAF Small Finance Bank Limited, Building No. VII/83/8, ESAF Bhavan, Mannuthy, Thrissur- Palakad National Highway, Thrissur- 680 651, Kerala

Ph. No: 0487 7123456, 123457, Email: customercare@esafbank.com, www.esafbank.com



HO/HR/TA/180319307

Date:30/10/2023

Mr. Rajesh Reang ,

Prakash joy para Gandachara Dhalai Tripura,, Tarini reang para gandachara dhalai tripura, Dhalai, Tripura, 799283

Dear Mr. Rajesh Reang ,

Sub: Provisional Offer Letter

With reference to your application and further to the interview and/or subsequent discussion you had with us, we are pleased to offer you the position of '**Executive Trainee**' - **Grade 'B1'**.

By joining ESAF BANK, you will be part of a fast-paced and socially dedicated team that works together to provide 'Joy of Banking to Everyone'. Also, you are committing to the Bank's **vision** of being India's leading social Bank that offers equal opportunities for the whole society through universal access and financial deepening, thus promoting financial inclusion, livelihood and economic development as a whole. In turn, Bank will be providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

The details of the offer are as follows, and shall be confidential.

You will be on training for a period of 12 months, which may be extended or regularized based on your performance and the successful completion of training will be followed by six months' probation. Your service in the Bank will be confirmed subject to your performance being satisfactory during the probationary period.

Your remuneration will be as follows:

1. Annual Salary would be Rs. 425000.0
2. Apart from the above, you will be eligible for Performance Incentive/ Pay as per Bank's policy, applicable to the Role/Grade.

The emoluments mentioned above are payable as per the policies of the bank, after effecting appropriate and applicable statutory deductions if any.

You shall be eligible for TA & DA and other payments as applicable to the grade, in line with the Bank's policy.

Your initial posting will be at any branch/office anywhere in India. However, the Bank reserves the right to transfer you to any Office / Department / Branch of the Bank, in India, that is in existence / or may come into existence at a future date, based on the Bank's business requirements.

You shall give the acceptance of the offer and of the above terms and conditions of employment on receipt of this letter. This offer letter is valid for 7 days from the date of this letter, for acceptance. This offer shall be effective from the date of your joining the Bank.

Your performance will be reviewed on a regular basis as per the performance parameters appropriate to the position mentioned. You will be governed by the rules, regulations and policies laid down by the **ESAF Bank** from time to time, and as applicable to your position.

Notwithstanding anything contained herein, if you are found to be indulging in any act of commission/omission that may be prejudicial to the interests of the Bank, violation of its code of conduct and/or policies, such act shall warrant disciplinary action, as deemed fit by the Bank.

Your appointment is subject to the necessary verifications / NOCs / receipt of Experience and Conduct certificate from your present/previous employers and receiving satisfactory references.

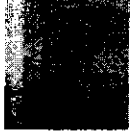
The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and in case of any dispute arising out of the same, the Courts at Thrissur will have exclusive jurisdiction.

You are requested to produce the documents at the time of joining:

- Annexure 1 ([link](#))
- Medical Certificate ([link](#))
- Self Declaration of Medical Fitness ([link](#))

We welcome you to ESAF Small Finance Bank and look forward to your valuable contribution in scaling **ESAF Bank** to greater heights.

Yours sincerely,



Jojo K
Senior Manager

Compensation Particular	Monthly	Annual
(A) Fixed Monthly Pay - EARNINGS		
Basic Pay	12400	148800.0
House Rent Allowance	2480	29760.0
Dearness Allowance	2000	24000.0
Conveyance Allowance	0	0.0
Medical Allowance	0	0.0
Periodicals / Self Development Allowance	0	0.0
Food allowance/Coupons	0	0.0
LTA	0	0.0
Special Allowance	14866	178396.0
Total (A)	31746	380956.0
Fixed Monthly Pay - DEDUCTIONS		
Provident Fund - Employee	1728	20736.0
Professional Tax	0	0.0
Charity Fund	124	1488.0
ESWT Fund Contribution	124	1488.0
ESWT Membership - Rs.1000/- **	0	0.0
Let Them Smile (Voluntary)	0	0.0
Staff Advance (if taken)	0	0.0
Death Fund	0	0.0
TDS	0	0.0
Total Recovery	1976	23712.0
Net Salary Credit to Bank A/c	29770	357244.0
(B) Annual Pay		
Bonus	583	7000.0
Total (B)	583	7000.0
(C) Retiral & Other Benefits (Employer Contribution)		
Provident Fund - Employer	1728	20736.0
Medical Insurance	667	8000.0
Leave Surrender	0	0.0
Gratuity	692	8308.0
Total (C)	3087	37044.0
Cost To Company (A+B+C)	35417	425000.0

1. Incentives are paid to Employees in Business Stream as approved from time to time
2. Performance Pay upto 10% of Gross will be paid to staff in other Streams based on Bank's, Department's and Individual's annual performance
3. Employees Deposit Linked Insurance Scheme on Normal Death.
4. Group Term Life Insurance (for spouse also)
5. Death Benefit from Staff Welfare Trust
6. Future Gratuity benefits.
7. ESAF CUG facility.



8. Car Component as per Car Policy of the Bank
9. Changes as per bank policy will be incorporated time to time

NB: 1. 1% of Basic salary will be deducted towards ESAF charity Fund meant for the charitable activities conducted by ESAF Society (eligible for 80G deduction under Income Tax Act)
2. 1% of Basic salary will be deducted towards ESAF Staff Welfare Fund meant for the employees of ESAF group
3. Applicable TDS will be effected on the salary.

ESAF SMALL FINANCE BANK LIMITED

എസ് എഫ് സ്മാൾ ഫിനാൻസ് ബാങ്കിംഗ് ലിമിറ്റഡ്

Registered & Corporate Office: ESAF Small Finance Bank Limited, Building No. VII/83/8, ESAF Bhavan, Mannuthy, Thrissur- Palakad National Highway, Thrissur- 680 651, Kerala

Ph. No. 0487 7123456, 123457, Email: customercare@esafbank.com, www.esafbank.com



Pritam Dutta
Pencharthal, Unakoti, Tripura
Tripura
Unakoti, Tripura, India

Dear Pritam Dutta,

Reference to the interview you had with us, we are delighted to offer you the position of **Management Trainee** in **MT, Management Trainee** based at Agartala in Cholamandalam Investment and Finance Company Limited (the Company/Chola).

We are sure that you will bring your unbridled enthusiasm and expertise into your specified role. We assure you that your willingness to learn and drive for growth will provide you with great opportunities for a fulfilling & comprehensive career growth within the Company. Please note that this position is transferable across any location, in order to undertake specific assignments.

Your annual CTC would be Rs. 4,80,000 (Inclusive of all monthly and annual benefits). Refer Salary Annexure for the details of your compensation structure.

Please sign and return the duplicate copy within 7 days of issuance of this letter, otherwise this offer will become null & void. A formal appointment letter will be issued to you before your date of joining. The terms and conditions of your employment would be as per your appointment letter.

This offer is subject to a satisfactory reference check of your credentials being conducted by the Company, covering your educational qualifications, including certificates and other documents, previous experience etc., and completion of all other necessary formalities.

The Company holds the right to terminate your offer without notice if the information shared by you at the time of verification process is found to be incorrect or in case of any serious misconduct or if the reference check leads to an adverse report of your credentials.

Please note that the contents of this letter and the compensation/salary details are confidential.

We are attaching the list of documents to be submitted (Annexure) for issuance of appointment letter.

We look forward to meeting you soon and trust that your association with Chola will be a mutually beneficial one.

Welcome to the Chola Family!

Yours faithfully,

For Cholamandalam Investment And Finance Company Limited



R Chandrasekar
Executive Vice President



Cholamandalam Investment and finance Company Limited

Dare House, First Floor, No.2, N.S.C Bose Road, Parrys, Chennai - 600 001

Tel: 91.44.40907172 Fax: 91.44.25346464

Website: www.cholamandalam.com

CIN - L65993TN1978PLC007576

SALARY ANNEXURE

Name: Pritam Dutta
SBU: Home Loans
Grade: MT
Grade Title: Management Trainee
Location: Agartala

Component	Monthly	Yearly
Basic Salary	14400	172800
House Rent Allowance	7200	86400
Special Allowance	12600	151200
Gross Salary	34200	410400
Employer PF	1800	21600
Total Fixed Pay	36000	432000
Retention Bonus	4000	48000
Total Cost To Company	40000	480000

R. Chandrasekar

R Chandrasekar
Executive Vice President



Annexure

List of Documents to be submitted for Issuance of Appointment Letter:

Resume	Latest Resume
KYC Documents	Aadhaar, PAN, Address Proof
Education Documents	Highest Education Qualification Certificate
Previous Employment Documents	Pay slips, Offer/ Appraisal Letter, Relieving Letters, Incentive Proof



Cholamandalam Investment and finance Company Limited

Dare House, First Floor, No.2, N.S.C Bose Road, Parrys, Chennai - 600 001

Tel: 91.44.40907172 Fax: 91.44.25346464

Website: www.cholamandalam.com

CIN - L65993TN1978PLC007576



murugappa

HO/HR/TA/180477307

Date:07/11/2023

Ms. Sampri Devi,
Natunagar cooperative Airport road, Cooperative Airport road, West Tripura, Tripura, 799009

Dear Ms. Sampri Devi,

Sub: Provisional Offer Letter

With reference to your application and further to the interview and/or subsequent discussion you had with us, we are pleased to offer you the position of **'Executive Trainee' - Grade 'B1'**.

By joining ESAF BANK, you will be part of a fast-paced and socially dedicated team that works together to provide 'Joy of Banking to Everyone'. Also, you are committing to the Bank's **vision** of being India's leading social Bank that offers equal opportunities for the whole society through universal access and financial deepening, thus promoting financial inclusion, livelihood and economic development as a whole. In turn, Bank will be providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

The details of the offer are as follows, and shall be confidential.

You will be on training for a period of 12 months, which may be extended or regularized based on your performance and the successful completion of training will be followed by six months' probation. Your service in the Bank will be confirmed subject to your performance being satisfactory during the probationary period.

Your remuneration will be as follows:

1. Annual Salary would be Rs. 425000.0
2. Apart from the above, you will be eligible for Performance Incentive/ Pay as per Bank's policy, applicable to the Role/Grade.

The emoluments mentioned above are payable as per the policies of the bank, after effecting appropriate and applicable statutory deductions if any.

You shall be eligible for TA & DA and other payments as applicable to the grade, in line with the Bank's policy.

Your initial posting will be at any branch/office anywhere in India. However, the Bank reserves the right to transfer you to any Office / Department / Branch of the Bank, in India, that is in existence / or may come into existence at a future date, based on the Bank's business requirements.

You shall give the acceptance of the offer and of the above terms and conditions of employment on receipt of this letter. This offer letter is valid for 7 days from the date of this letter, for acceptance. This offer shall be effective from the date of your joining the Bank.

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Notwithstanding anything contained herein, if you are found to be indulging in any act of commission/omission that may be prejudicial to the interests of the Bank, violation of its code of conduct and/or policies, such act shall warrant disciplinary action, as deemed fit by the Bank.

Your appointment is subject to the necessary verifications / NOCs / receipt of Experience and Conduct certificate from your present/previous employers and receiving satisfactory references.

The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and in case of any dispute arising out of the same, the Courts at Thrissur will have exclusive jurisdiction.

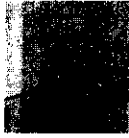
You are requested to produce the documents at the time of joining:



- Annexure 1 ([link](#))
- Medical Certificate ([link](#))
- Self Declaration of Medical Fitness ([link](#))

We welcome you to ESAF Small Finance Bank and look forward to your valuable contribution in scaling **ESAF Bank** to greater heights.

Yours sincerely,



Jojo K
Senior Manager

Compensation Particular	Monthly	Annual
(A) Fixed Monthly Pay - EARNINGS		
Basic Pay	12400	148800.0
House Rent Allowance	2480	29760.0
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Conveyance Allowance	0	0.0
Medical Allowance	0	0.0
Periodicals / Self Development Allowance	0	0.0
Food allowance/Coupons	0	0.0
LTA	0	0.0
Special Allowance	14866	178396.0
Total (A)	31746	380956.0
Fixed Monthly Pay - DEDUCTIONS		
Provident Fund - Employee	1728	20736.0
Professional Tax	0	0.0
Charity Fund	124	1488.0
ESWT Fund Contribution	124	1488.0
ESWT Membership - Rs.1000/- **	0	0.0
Let Them Smile (Voluntary)	0	0.0
Staff Advance (if taken)	0	0.0
Death Fund	0	0.0
TDS	0	0.0
Total Recovery	1976	23712.0
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(C) Retiral & Other Benefits (Employer Contribution)		
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Medical Insurance	667	8000.0
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Gratuity	692	8308.0
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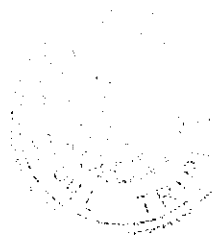
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ESAF SMALL FINANCE BANK LIMITED

CSL Registration No. 127, Cochin Small Finance Bank Ltd. 2017-2018-01589

Registered & Corporate Office: ESAF Small Finance Bank Limited, Building No. VII/83/8, ESAF Bhavan,
Mannuthy, Thrissur- Palakad National Highway, Thrissur- 680 651, Kerala
Ph. No. 0487 7123456, 123457, Email: customercare@esafbank.com, www.esafbank.com



HO/HR/TA/180339307

Date:30/10/2023

Mr. Sarmoiha Reang ,
Khadaban para, Ambassa, Dhalai, Tripura, 799289

Dear Mr. Sarmoiha Reang ,

Sub: Provisional Offer Letter

With reference to your application and further to the interview and/or subsequent discussion you had with us, we are pleased to offer you the position of **'Executive Trainee' - Grade 'B1'**.

By joining ESAF BANK, you will be part of a fast-paced and socially dedicated team that works together to provide 'Joy of Banking to Everyone'. Also, you are committing to the Bank's **vision** of being India's leading social Bank that offers equal opportunities for the whole society through universal access and financial deepening, thus promoting financial inclusion, livelihood and economic development as a whole. In turn, Bank will be providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

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Yours sincerely,



Jojo K
Senior Manager

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ESWT Fund Contribution	124	1488.0
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9. Changes as per bank policy will be incorporated time to time

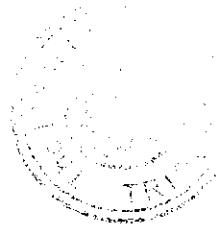
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ESAF SMALL FINANCE BANK LIMITED

എസ്.എഫ്.എസ്.എഫ്.ബാങ്കിംഗ് കോ-ഓപ്പറേറ്റീവ് സൊല്യൂഷൻസ്

Registered & Corporate Office: ESAF Small Finance Bank Limited, Building No. VII/83/8, ESAF Bhavan,
Mannuthy, Thrissur- Palakad National Highway, Thrissur- 680 651, Kerala

Ph. No: 0487 7123456, 123457, Email: customercare@esafbank.com, www.esafbank.com



Private & Confidential

Letter of Appointment

Date: **03-May-2024**

Mr. Bishal Chakraborty

S/O Bimal Chakraborty, Badhar Ghat, VTC: Hapania, West Tripura, India, 799014

Dear **Bishal Chakraborty**

We are pleased to offer you an appointment in Cholamandalam Investment and Finance Company Limited (the Company) on the following terms and conditions:

Grade: MT

Grade Title: Management Trainee

Your Role: Management Trainee

SBU: Home Loans

Location: Agartala

We would appreciate your joining at the earliest, but in any case on or before **07-Jun-2024**.

1. Your period of training will be One Year from the date of joining the Organization. Your compensation during the period will be as per Salary Annexure.
2. Your appointment as a Management Trainee is subject to your possessing the necessary qualifications and submitting necessary proof in this regard.
3. Your training will involve you undergoing training in any of the branch/location offices of the company, and the Management Resource the right to transfer you to any location as per its requirements.
4. As a Management Trainee, you will be covered under the Company's Medical Reimbursement Scheme details of which will be intimated to you after commencement of your training. Please note that during the period you will not be considered as a regular employee of the company and will not be entitled to any other benefits.
5. You will be eligible for Leave as per Company Rules, effective Date of Joining.
6. Management reserves its rights to vary or extend the period of your training at its sole discretion. Nevertheless, on expiry of your training you shall not be entitled to claim for appointment. If the management finds your work satisfactory, on completion of your training period, the company may offer you an appointment in the management cadre as it deems fit.
7. During the training or thereafter you shall not be divulging or disclose directly or indirectly to anyone any knowledge or information in respect of any inventions, processes, formulae or secret methods which you may acquire or earn in the course of your training or otherwise.
8. During the training period, the appointment is liable for termination by either party by giving one month's notice in writing or by paying one month's salary in lieu thereof. In case the Company decides to relieve you from the services at an earlier date, you will be liable to pay a sum equivalent to the gross salary payable for the number of days unserved in the notice period.
9. Relieving letter will not be issued by the Company until you pay the amount payable towards the unserved notice period together with any other dues payable to the Company. If the Company decides & communicates to you that you have to work throughout the full notice period and if you fail, the Management shall be at liberty to initiate appropriate disciplinary



Chola

Enter a better life
action against you.



10. However in the case of proven misconduct, which entails dismissal or discharge you will not be entitled to any notice or payment in lieu thereof from the company.
11. The appointment is subject to rules & regulations made by the company as are in force at present or as may be announced from time to time.
12. Please sign & return the duplicate to us indicating your acceptance of offer within 7 days of receipt of the same.

Looking forward to a professionally meaningful association with you.

Yours Faithfully

For **Cholamandalam Investment And Finance Company Limited**

R Chandrasekar Digitally signed by R Chandrasekar
Date: 2024.05.03 18:31:44 +05'30'

Executive Vice President & Head HR

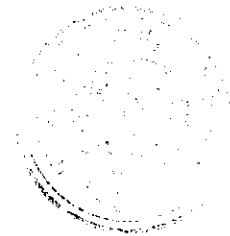
Encl: Salary Annexure and Significant Service Conditions currently applicable to employees.

Having read the above terms and conditions, I hereby accept this offer of appointment and conditions stated herein above.

Signature:

Date of Joining:

Please note that this letter is digitally signed by the Authorised Signatory of the Company which is as good as handwritten signature for the purposes of validity, enforceability, and admissibility. This order will be either be transmitted electronically or issued physically at the sole discretion of the Company.



SALARY ANNEXURE

Name : Bishal Chakraborty
SBU : Home Loans
Grade : MT
Grade Title : Management Trainee
Location : Agartala

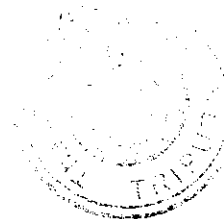
Pay Component	Monthly Amount	Annual Amount
Gross Salary	34200	410400
Basic Salary	14400	172800
House Rent Allowance	7200	86400
Special Allowance	12600	151200
Others	1800	21600
Employer PF	1800	21600
Net Salary	36000	432000
Flexible	4000	48000
Retention Bonus	4000	48000
Total Annual	40000	480000
Total	40000	480000

Yours faithfully,
For Cholamandalam Investment And Finance Company Limited

R Chandrasekar Digitally signed by R Chandrasekar
Date: 2024.05.03 18:33:37 +05'30'

Executive Vice President & Head HR

Please note that this letter is digitally signed by the Authorised Signatory of the Company which is as good as handwritten signature for the purposes of validity, enforceability, and admissibility. This order will be either transmitted electronically or issued physically at the sole discretion of the Company.



SIGNIFICANT SERVICE CONDITIONS CURRENTLY APPLICABLE TO EMPLOYEES

1. You shall, so long as you are in the service of Cholamandalam Investment and Finance Company Limited (the Company), obey all lawful orders given by your superior, for the time being, or by other duly constituted authorized person or persons, comply with the policies and SOPs of the Company and shall devote your whole time and attention to the business and interests of the Company and shall not engage in any other business or occupation whatsoever or be interested directly or indirectly in any business or undertaking having interest opposed to or competitive with the interests of the Company or in any business or undertaking having transactions with the Company except with Company's consent in writing.

2. While you are in the employment of the Company, if you make an invention, the invention shall be the exclusive property of the Company and you shall forthwith supply the Company with the full particulars of the invention and shall not, without their consent –

- i. Divulge any particulars of the invention to any other person
- ii. Make use, exercise or vent the invention and
- iii. Encumber or dispose of your rights thereon

3. Either during or after your employment, you shall not divulge or utilize any confidential information belonging to the Company or any of its associated companies (including confidential information as to formulae, processes and manufacturing methods, personal data and sensitive personal data (such as financial information) of customers and confidential information as to the business and affairs of the Company/its Associate Companies) which may have come to your knowledge during your employment hereunder or during your employment under any previous contract of service with the Company or any of its Associate Companies' and you shall, both during and after your employment hereunder, take all reasonable precautions to keep all such information secret. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into public domain without any of fault on your part.

In the course of your employment, you may have access to unpublished price sensitive information of the Company and all such information shall be kept confidential during and/ or after your employment with the Company. While you are in possession of the unpublished price sensitive information, you shall comply with the provisions of the Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 (as amended from time to time) and/or such other relevant regulations and shall not indulge/support trading in the securities of the Company. You should not discuss about your compensation/salary details with other employees and keep the same as confidential.

4. Non-Compete

I. You shall not, in any manner directly or indirectly up to 18 months from the date of termination of employment:

a) Whether directly or indirectly through any of your agent or nominee, engage or hold any interest in any activity or business that would compete with the business or would adversely affect Company's interest/business in any manner.

b) Set up, solicit business on behalf of, render any services to, engage in, guarantee any obligations of, extend credit to, or have any ownership interests or other affiliation in, any business or other endeavor, (whether directly or indirectly), which is engaged in the business of the similar nature as the business or is competitive with the Company.

c) Solicit, render services to or for, or accept from, anyone who is/was a customer of the Company (whether present or future), any business of the type performed by the Company, or persuade or attempt in any manner to persuade any customer of the Company to cease to do business or to reduce the amount of business which any such customer has customarily done with the Company.



Chola

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d) Take any specific actions to directly or indirectly, solicit, cause in any part or knowingly encourage any existing customers and/or suppliers/service providers of the Company to cease doing business in whole or in part with the Company, or solicit, cause in any part or knowingly encourage any of the then existing customers and/or suppliers/service providers of the Company to do business with any person other than the Company or itself, directly or indirectly, deal with such customers and/or suppliers/service providers that affects the business they do with the Company and/or its affiliates, (collectively "Protective Covenants").

II. You agree that (i) the duration, type and periods of the Protective Covenants imposed hereinabove are fair and are reasonably required in order to protect and maintain the legitimate business interests and the goodwill associated with the business of the Company.

III. If any of the Protective Covenants contained hereinabove or any part thereof, is held to be unenforceable by reason of it extending for an unreasonably long period of time, or over a wide geographical area, or by reason of it being otherwise unreasonably extensive, you agree that such Protective Covenants shall be deemed to be modified so as to permit its enforcement to the extent permissible under applicable law. In the event of any determination by a court or arbitration panel as to the extent of permissibility of Protective Covenants, the resulting modified covenant shall only apply with respect to the operation of such Protective Covenants in the particular jurisdiction in or for which such adjudication is made.

The Protective Covenants shall inure to the benefit of the Company, their successors and assigns.

5. Intellectual Property

All intellectual property rights in any work or material developed by you during your employment with the Company shall belong to and be the property of the Company and you confirm that you shall not be entitled to claim any rights over such intellectual property. If required by the Company, during or after the term of this engagement, you shall assign and transfer in favor of the Company or, at the request of the Company, in favour of any of its subsidiary or associate companies or customers, all intellectual property rights in such works or materials and shall execute such deeds and documents, as the Company may require, to effectually vest in the Company, any of its subsidiary or associate Company may require, any and all intellectual property rights and benefits in such works or materials. In performance of your duties and responsibilities, you shall not use or infringe any intellectual property/properties or rights of any other persons.

6. Except so far as may be necessary for the purposes of your duties you shall not, without the consent of the Company, retain or make originals or copies of mail or other electronic communications, letters, maps, reports, drawings, calculations, specifications, formulae, forms, licenses, agreements or other documents of whatever nature belonging to the Company or any of its Associate Companies or notes as thereof, nor retain samples or specimens in which the company or any of its associate companies may be or may have been interested and which have come into your possession by reason of your employment. If, on the termination of your employment you are in possession of any originals or copies of mail or other electronic communication, letters, maps, reports, drawings, calculations, specifications, formulae, forms, licenses, agreements or other documents of whatever nature belonging to the company or any of its associate companies or any notes thereof, or any samples of specimens as aforesaid, you shall deliver the same to the Company without being asked except so far as consent to retain them has been given to you by the Company.

7. Notwithstanding anything to the contrary herein contained, the Company may, at any time,

- terminate your appointment should you be absent from work consecutively for Five (5) days or more without prior approval of your superior or incapacitated from properly performing your duties owing to ill-health or accident for a period of three months by giving you 30 days' notice in writing of its intention to do so;
- summarily dismiss you by issuing a notice in writing (without salary in lieu of notice), should you be guilty of breach of this appointment, non-compliance of the Company policy/SOP, embezzlement, misappropriation or misuse or causing damage to the Company's asset/property, insobriety, addiction to drugs, act of fraud, dishonesty, conviction for any

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offence involving moral turpitude, disobedience, neglect of duty, misrepresenting the Company with its customers, entering into unauthorised transactions, insolvency, insubordination or failure to comply with the directions given to you by persons so authorised or other conduct which a superior of the Company certifies in writing to be detrimental to the business or interests of the Company (Such certificate to be final and binding in all respects);

- c) at its discretion, terminate your appointment either by giving you three months' notice (for MG grades)/one month notice (for SG grades), or without previous notice, upon paying you in addition to any sum which may have accrued to you at the date of such termination of your appointment, a sum by way of compensation equal to three months' basic salary (for MG Grades)/one-month basic salary (for SG Grades) (Calculated at the rate of salary on the date of separation).

8. Should your appointment be terminated for any of the causes contained in Clause 5 (a) or (b) then you shall not be eligible for any compensation or any remuneration beyond that which may have accrued to you at the date of the termination of your service or of your dismissal.

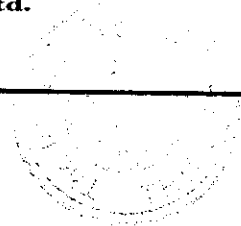
9. Should you for any reason wish to terminate your services with the Company, you will be at liberty to resign from our employment on the expiry of 90 days prior notice (for MG Grades) / 30 days prior notice (for SG Grade) in writing of your intention to do so or submit in HR's Software tool, which notice must be handed over to the Manager at whichever establishment you happen to be attached at the time or to Head-HR at the head office, should you have posted at the head Office at the time. It will be in the Company's discretion to decide in the event of your giving notice, whether you should work out the full period of notice or whether your services shall terminate at some earlier date determined by the company. In the event you fail to give such notice, the Company will be at liberty to receive from you a sum equivalent to three months' basic salary (for MG Grades)/one month basic salary (for SG Grades) then drawn by you, by representing liquidated damages for breach of contract and such recovery may, without prejudice to other modes or recovery, be effected from any sum due to you by way of salary or otherwise from the Company.

10. Relieving from Employment:

Notwithstanding the aforesaid or anything else to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).

These Significant Service Conditions apply except to the extent they are inconsistent with the terms of specific agreement(s) in writing, if any, executed by the Employee with the Company.

Signature:



Private & Confidential

Letter of Appointment

Date: **10-Apr-2024**

Ms. Arpita Bhattacharjee

D/O Ashoke Kumar Bhattacharjee, Ward No-3, VTC: PO: Kamaipur, Salema, Dhalai, Tripura, India, 799285

Dear **Arpita Bhattacharjee**

We are pleased to offer you an appointment in Cholamandalam Investment and Finance Company Limited (the Company) on the following terms and conditions:

Grade: MT

Grade Title: Management Trainee

Your Role: Management Trainee

SBU: Home Loans

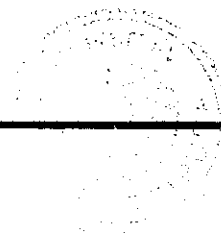
Location: Agartala

We would appreciate your joining at the earliest, but in any case on or before **07-Jun-2024**.

1. Your period of training will be One Year from the date of joining the Organization. Your compensation during the period will be as per Salary Annexure.
2. Your appointment as a Management Trainee is subject to your possessing the necessary qualifications and submitting necessary proof in this regard.
3. Your training will involve you undergoing training in any of the branch/location offices of the company, and the Management Reserve the right to transfer you to any location as per its requirements.
4. As a Management Trainee, you will be covered under the Company's Medical Reimbursement Scheme details of which will be intimated to you after commencement of your training. Please note that during the period you will not be considered as a regular employee of the company and will not be entitled to any other benefits.
5. During the training period you will be entitled to a total of 7 days Casual Leave and 7 days Sick Leave. On completion of your training & being absorbed in the company, you will be eligible for leave as per company rules.
6. Management reserves its rights to vary or extend the period of your training at its sole discretion. Nevertheless, on expiry of your training you shall not be entitled to claim for appointment. If the management finds your work satisfactory, on completion of your training period, the company may offer you an appointment in the management cadre as it deems fit.
7. During the training or thereafter you shall not be divulging or disclose directly or indirectly to anyone any knowledge or information in respect of any inventions, processes, formulae or secret methods which you may acquire or earn in the course of your training or otherwise.
8. During the training period, the appointment is liable for termination by either party by giving

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one month's notice in writing or by paying one month's salary in lieu thereof. In case the Company decides to relieve you from the services at an earlier date, you will be liable to pay a sum equivalent to the gross salary payable for the number of days unserved in the notice period.

9. Relieving letter will not be issued by the Company until you pay the amount payable towards the unserved notice period together with any other dues payable to the Company. If the Company decides & communicates to you that you have to work throughout the full notice period and if you fail, the Management shall be at liberty to initiate appropriate disciplinary action against you.
10. However in the case of proven misconduct, which entails dismissal or discharge you will not be entitled to any notice or payment in lieu thereof from the company.
11. The appointment is subject to rules & regulations made by the company as are in force at present or as may be announced from time to time.
12. Please sign & return the duplicate to us indicating your acceptance of offer within 7 days of receipt of the same.

Looking forward to a professionally meaningful association with you.

Yours Faithfully

For **Cholamandalam Investment And Finance Company Limited**

Digitally signed by R
Chandrasekar
Date: 2024.04.10 12:16:29
+05'30'

Executive Vice President & Head HR

End: Salary Annexure and Significant Service Conditions currently applicable to employees.

Having read the above terms and conditions, I hereby accept this offer of appointment and conditions stated herein above.

Signature:

Date of Joining:

Please note that this letter is digitally signed by the Authorised Signatory of the Company which is as good as handwritten signature for the purposes of validity, enforceability, and admissibility. This order will be either be transmitted electronically or issued physically at the sole discretion of the Company.

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SALARY ANNEXURE

Name : Arpita Bhattacharjee
SBU : Home Loans
Grade : MT

Grade Title: Management Trainee
Location : Agartala

Pay Component	Monthly Amount	Annual Amount
Gross Salary	34200	410400
Basic Salary	14400	172800
House Rent Allowance	7200	86400
Special Allowance	12600	151200
Others	1800	21600
Employer PF	1800	21600
Total Gross	60000	720000
Flexible	4000	48000
Retention Bonus	4000	48000
Total Flexible	4000	48000
Total PFS	64000	768000

Retention Bonus - Will be paid on successful completion of one year of service from date of Joining, subject to confirmation.

Yours faithfully,
For **Cholamandalam Investment And Finance Company Limited**

R Chandrasekar

Digitally signed by R
Chandrasekar
Date: 2024.04.10 12:17:00 +05'30'

Executive Vice President & Head HR

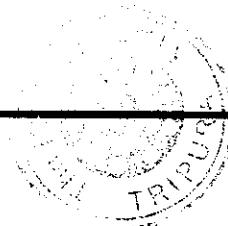
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SIGNIFICANT SERVICE CONDITIONS CURRENTLY APPLICABLE TO EMPLOYEES

1. You shall, so long as you are in the service of Cholamandalam Investment and Finance Company Limited (the Company), obey all lawful orders given by your superior, for the time being, or by other duly constituted authorized person or persons, comply with the policies and SOPs of the Company and shall devote your whole time and attention to the business and interests of the Company and shall not engage in any other business or occupation whatsoever or be interested directly or indirectly in any business or undertaking having interest opposed to or competitive with the interests of the Company or in any business or undertaking having transactions with the Company except with Company's consent in writing.

2. While you are in the employment of the Company, if you make an invention, the invention shall be the exclusive property of the Company and you shall forthwith supply the Company with the full particulars of the invention and shall not, without their consent –

I. Divulge any particulars of the invention to any other person

II. Make use, exercise or vent the invention and

III. Encumber or dispose of your rights thereon

3. Either during or after your employment, you shall not divulge or utilize any confidential information belonging to the Company or any of its associated companies (including confidential information as to formulae, processes and manufacturing methods, personal data and sensitive personal data (such as financial information) of customers and confidential information as to the business and affairs of the Company/its Associate Companies) which may have come to your knowledge during your employment hereunder or during your employment under any previous contract of service with the Company or any of its Associate Companies' and you shall, both during and after your employment hereunder, take all reasonable precautions to keep all such information secret. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into public domain without any of fault on your part.

In the course of your employment, you may have access to unpublished price sensitive information of the Company and all such information shall be kept confidential during and/ or after your employment with the Company. While you are in possession of the unpublished price sensitive information, you shall comply with the provisions of the Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 (as amended from time to time) and/or such other relevant regulations and shall not indulge/support trading in the securities of the Company. You should not discuss about your compensation/salary details with other employees and keep the same as confidential.

4. Non-Compete

I. You shall not, in any manner directly or indirectly up to 18 months from the date of termination of employment:

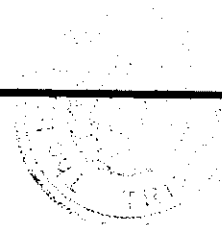
a) Whether directly or indirectly through any of your agent or nominee, engage or hold any interest in any activity or business that would compete with the business or would adversely affect Company's interest/business in any manner.

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- b) Set up, solicit business on behalf of, render any services to, engage in, guarantee any obligations of, extend credit to, or have any ownership interests or other affiliation in, any business or other endeavor, (whether directly or indirectly), which is engaged in the business of the similar nature as the business or is competitive with the Company.
 - c) Solicit, render services to or for, or accept from, anyone who is/was a customer of the Company (whether present or future), any business of the type performed by the Company, or persuade or attempt in any manner to persuade any customer of the Company to cease to do business or to reduce the amount of business which any such customer has customarily done with the Company.
 - d) Take any specific actions to directly or indirectly, solicit, cause in any part or knowingly encourage any existing customers and/or suppliers/service providers of the Company to cease doing business in whole or in part with the Company, or solicit, cause in any part or knowingly encourage any of the then existing customers and/or suppliers/service providers of the Company to do business with any person other than the Company or itself, directly or indirectly, deal with such customers and/or suppliers/service providers that affects the business they do with the Company and/or its affiliates, (collectively "Protective Covenants").
- II. You agree that (i) the duration, type and periods of the Protective Covenants imposed hereinabove are fair and are reasonably required in order to protect and maintain the legitimate business interests and the goodwill associated with the business of the Company.
- III. If any of the Protective Covenants contained hereinabove or any part thereof, is held to be unenforceable by reason of it extending for an unreasonably long period of time, or over a wide geographical area, or by reason of it being otherwise unreasonably extensive, you agree that such Protective Covenants shall be deemed to be modified so as to permit its enforcement to the extent permissible under applicable law. In the event of any determination by a court or arbitration panel as to the extent of permissibility of Protective Covenants, the resulting modified covenant shall only apply with respect to the operation of such Protective Covenants in the particular jurisdiction in or for which such adjudication is made.

The Protective Covenants shall inure to the benefit of the Company, their successors and assigns.

5. Intellectual Property

All intellectual property rights in any work or material developed by you during your employment with the Company shall belong to and be the property of the Company and you confirm that you shall not be entitled to claim any rights over such intellectual property. If required by the Company, during or after the term of this engagement, you shall assign and transfer in favor of the Company or, at the request of the Company, in favour of any of its subsidiary or associate companies or customers, all intellectual property rights in such works or materials and shall execute such deeds and documents, as the Company may require, to effectually vest in the Company, any of its subsidiary or associate Company may require, any and all intellectual property rights and benefits in such works or materials.

In performance of your duties and responsibilities, you shall not use or infringe any intellectual property/properties or rights of any other persons.

6. Except so far as may be necessary for the purposes of your duties you shall not, without the consent of the Company, retain or make originals or copies of mail or other electronic communications, letters, maps, reports, drawings, calculations, specifications, formulae, forms, licenses, agreements or other documents of whatever nature belonging to the Company or any of its Associate Companies or notes as

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thereof, nor retain samples or specimens in which the company or any of its associate companies may be or may have been interested and which have come into your possession by reason of your employment. If, on the termination of your employment you are in possession of any originals or copies of mail or other electronic communication, letters, maps, reports, drawings, calculations, specifications, formulae, forms, licenses, agreements or other documents of whatever nature belonging to the company or any of its associate companies or any notes thereof, or any samples of specimens as aforesaid, you shall deliver the same to the Company without being asked except so far as consent to retain them has been given to you by the Company.

7. Notwithstanding anything to the contrary herein contained, the Company may, at any time,

- a) terminate your appointment should you be absent from work consecutively for Five (5) days or more without prior approval of your superior or incapacitated from properly performing your duties owing to ill-health or accident for a period of three months by giving you 30 days' notice in writing of its intention to do so;
- b) summarily dismiss you by issuing a notice in writing (without salary in lieu of notice), should you be guilty of breach of this appointment, non-compliance of the Company policy/SOP, embezzlement, misappropriation or misuse or causing damage to the Company's asset/property, insobriety, addiction to drugs, act of fraud, dishonesty, conviction for any offence involving moral turpitude, disobedience, neglect of duty, misrepresenting the Company with its customers, entering into unauthorised transactions, insolvency, insubordination or failure to comply with the directions given to you by persons so authorised or other conduct which a superior of the Company certifies in writing to be detrimental to the business or interests of the Company (Such certificate to be final and binding in all respects);
- c) at its discretion, terminate your appointment either by giving you three months' notice (for MG grades)/one month notice (for SG grades), or without previous notice, upon paying you in addition to any sum which may have accrued to you at the date of such termination of your appointment, a sum by way of compensation equal to three months' basic salary (for MG Grades)/one-month basic salary (for SG Grades) (Calculated at the rate of salary on the date of separation).

8. Should your appointment be terminated for any of the causes contained in Clause 5 (a) or (b) then you shall not be eligible for any compensation or any remuneration beyond that which may have accrued to you at the date of the termination of your service or of your dismissal.

9. Should you for any reason wish to terminate your services with the Company, you will be at liberty to resign from our employment on the expiry of 90 days prior notice (for MG Grades) / 30 days prior notice (for SG Grade) in writing of your intention to do so or submit in HR's Software tool, which notice must be handed over to the Manager at whichever establishment you happen to be attached at the time or to Head-HR at the head office, should you have posted at the head Office at the time. It will be in the Company's discretion to decide in the event of your giving notice, whether you should work out the full period of notice or whether your services shall terminate at some earlier date determined by the company. In the event you fail to give such notice, the Company will be at liberty to receive from you a sum equivalent to three months' basic salary (for MG Grades)/one month basic salary (for SG Grades) then drawn by you, by representing liquidated damages for breach of contract and such recovery may,

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without prejudice to other modes or recovery, be effected from any sum due to you by way of salary or otherwise from the Company.

10. Relieving from Employment:

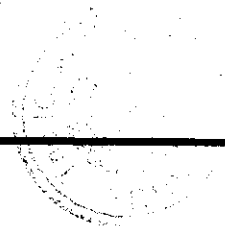
Notwithstanding the aforesaid or anything else to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).

These Significant Service Conditions apply except to the extent they are inconsistent with the terms of specific agreement(s) in writing, if any, executed by the Employee with the Company.

Signature:

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HO/HR/TA/180326307

Date:30/10/2023

Mr. Md Sahnor Ahmed ,
South ramnagar near shrusti club, Agartala Tripura, Boder golchakkar, Agartala Tripura West,799001, West, Tripura,
799001

Dear Mr. Md Sahnor Ahmed ,

Sub: Provisional Offer Letter

With reference to your application and further to the interview and/or subsequent discussion you had with us, we are pleased to offer you the position of '**Executive Trainee**' - **Grade 'B1'**.

By joining ESAF BANK, you will be part of a fast-paced and socially dedicated team that works together to provide 'Joy of Banking to Everyone'. Also, you are committing to the Bank's **vision** of being India's leading social Bank that offers equal opportunities for the whole society through universal access and financial deepening, thus promoting financial inclusion, livelihood and economic development as a whole. In turn, Bank will be providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

The details of the offer are as follows, and shall be confidential.

You will be on training for a period of 12 months, which may be extended or regularized based on your performance and the successful completion of training will be followed by six months' probation. Your service in the Bank will be confirmed subject to your performance being satisfactory during the probationary period.

Your remuneration will be as follows:

1. Annual Salary would be Rs. 425000.0
2. Apart from the above, you will be eligible for Performance Incentive/ Pay as per Bank's policy, applicable to the Role/Grade.

The emoluments mentioned above are payable as per the policies of the bank, after effecting appropriate and applicable statutory deductions if any.

You shall be eligible for TA & DA and other payments as applicable to the grade, in line with the Bank's policy.

Your initial posting will be at any branch/office anywhere in India. However, the Bank reserves the right to transfer you to any Office / Department / Branch of the Bank, in India, that is in existence / or may come into existence at a future date, based on the Bank's business requirements.

You shall give the acceptance of the offer and of the above terms and conditions of employment on receipt of this letter. This offer letter is valid for 7 days from the date of this letter, for acceptance. This offer shall be effective from the date of your joining the Bank.

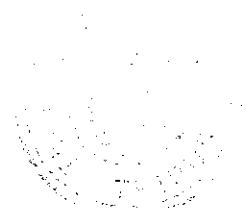
Your performance will be reviewed on a regular basis as per the performance parameters appropriate to the position mentioned. You will be governed by the rules, regulations and policies laid down by the **ESAF Bank** from time to time, and as applicable to your position.

Notwithstanding anything contained herein, if you are found to be indulging in any act of commission/omission that may be prejudicial to the interests of the Bank, violation of its code of conduct and/or policies, such act shall warrant disciplinary action, as deemed fit by the Bank.

Your appointment is subject to the necessary verifications / NOCs / receipt of Experience and Conduct certificate from your present/previous employers and receiving satisfactory references.

The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and in case of any dispute arising out of the same, the Courts at Thrissur will have exclusive jurisdiction.

You are requested to produce the documents at the time of joining:



- Annexure 1 ([link](#))
- Medical Certificate ([link](#))
- Self Declaration of Medical Fitness ([link](#))

We welcome you to ESAF Small Finance Bank and look forward to your valuable contribution in scaling **ESAF Bank** to greater heights.

Yours sincerely,



Jojo K
Senior Manager

Compensation Particular	Monthly	Annual
(A) Fixed Monthly Pay - EARNINGS		
Basic Pay	12400	148800.0
House Rent Allowance	2480	29760.0
Dearness Allowance	2000	24000.0
Conveyance Allowance	0	0.0
Medical Allowance	0	0.0
Periodicals / Self Development Allowance	0	0.0
Food allowance/Coupons	0	0.0
LTA	0	0.0
Special Allowance	14866	178396.0
Total (A)	31746	380956.0
Fixed Monthly Pay - DEDUCTIONS		
Provident Fund - Employee	1728	20736.0
Professional Tax	0	0.0
Charity Fund	124	1488.0
ESWT Fund Contribution	124	1488.0
ESWT Membership - Rs.1000/- **	0	0.0
Let Them Smile (Voluntary)	0	0.0
Staff Advance (if taken)	0	0.0
Death Fund	0	0.0
TDS	0	0.0
Total Recovery	1976	23712.0
Net Salary Credit to Bank A/c	29770	357244.0
(B) Annual Pay		
Bonus	583	7000.0
Total (B)	583	7000.0
(C) Retiral & Other Benefits (Employer Contribution)		
Provident Fund - Employer	1728	20736.0
Medical Insurance	667	8000.0
Leave Surrender	0	0.0
Gratuity	692	8308.0
Total (C)	3087	37044.0
Cost To Company (A+B+C)	35417	425000.0

1. Incentives are paid to Employees in Business Stream as approved from time to time
2. Performance Pay upto 10% of Gross will be paid to staff in other Streams based on Bank's, Department's and Individual's annual performance
3. Employees Deposit Linked Insurance Scheme on Normal Death.
4. Group Term Life Insurance (for spouse also)
5. Death Benefit from Staff Welfare Trust
6. Future Gratuity benefits.
7. ESAF CUG facility.



8. Car Component as per Car Policy of the Bank
9. Changes as per bank policy will be incorporated time to time

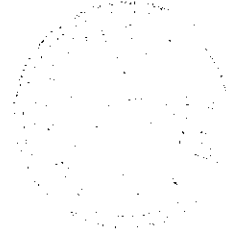
NB: 1. 1% of Basic salary will be deducted towards ESAF charity Fund meant for the charitable activities conducted by ESAF Society (eligible for 80G deduction under Income Tax Act)
2. 1% of Basic salary will be deducted towards ESAF Staff Welfare Fund meant for the employees of ESAF group
3. Applicable TDS will be effected on the salary.

ESAF SMALL FINANCE BANK LIMITED

REG. NO. CB 0000001, CIN: U65900KA2010PLC015609

Registered & Corporate Office: ESAF Small Finance Bank Limited, Building No. VII/83/8, ESAF Bhavan, Mannuthy, Thrissur- Palakad National Highway, Thrissur- 680 651, Kerala

Ph. No. 0487 7123456, 123457, Email: customercare@esafbank.com, www.esafbank.com



Date:16-May-2024

Dear Priyam Ghosh,

We, **Swiggy Limited.**, a company incorporated in accordance with the Companies Act, 1956 and having its registered office at No. 55 Sy No 8 To 14, I & J Block, Ground Floor, Embassy Tech Village, Outer Ring Road, Devarbisanahalli, Varthur, Bengaluru - 560103 ("**Company**") are very pleased to offer you the position of **Sales Manager I** at grade 4 subject to the following terms and conditions:

1. Upon your acceptance of the terms hereof, effective date of employment would be **20-May-2024** and place of posting would be **Agartala**.
2. Your annual compensation will be **Rs.550000/- (Rupees Rupees Five lakh Fifty Thousand Only)**. Break-up of salary is attached in Annexure - A. During the term of your employment, you will be eligible for reimbursement of any pre-approved expenses, as per the then prevailing policies and rules of the Company upon presentation of documentation, expense statements, vouchers, and such other supporting information. All such payments shall be subject to withholding all applicable taxes which will be borne by you.
3. You will be on probation for a period of three months starting your date of joining. Unless stated in writing, you will be deemed a confirmed employee after the expiry of the initial or extended period of probation. If your performance and/or conduct is deemed poor or unfit by the company, your probation may be either extended, you may be put on a performance improvement plan or your employment may be dispensed at the discretion of the management.
4. The company agrees to pay you **Rs. 25000 /- (Rupees Twenty Five Thousand Only)** as a Joining Bonus with your first month salary. The Joining Bonus sum shall have to be fully refunded to Swiggy should you terminate your employment within 12 months.
5. The company agrees to pay you **Rs. 25000 /- (Rupees Twenty Five Thousand Only)** as the Retention Bonus. The Retention Bonus shall be paid in 13th month from your date of joining and on achieving a minimum of 'Meet Expectations' rating in first annual appraisal. The Retention Bonus sum shall have to be fully refunded to Swiggy should you terminate your employment within 12 months from the date of payout
6. You acknowledge and agree that your remuneration is a matter purely between yourself and the Company and you are to keep this information and any changes thereto, strictly confidential. Your remuneration will be periodically reviewed as per the Company's policies. Your increments and promotions shall be at the discretion of the Company and will be subject to and on the basis of your performance.
7. You will be governed by and will abide by the Company's rules, regulations and policies which are in force and as may be modified from time to time. The rules, regulations and policies are deemed to be incorporated herein by reference.
8. Your employment with the Company is on a full-time basis. While you are in the services of the Company, you are not permitted to directly or indirectly, engage yourself or devote any time or attention to any full time or part time employment, trade, business or occupation, with or without remuneration, for any third person or concern (including self-employment). You shall also not undertake or be interested, either directly or indirectly, in any activities, which are contrary to or inconsistent with your employment with the Company or the Company's interest. You shall devote yourself exclusively to the business of the Company. Any breach of this condition on your part may lead to the immediate termination of your employment with the Company.
9. Your employment is contingent upon the Company receiving satisfactory references or background check results. Please note that in the event the Company is not satisfied with any of these items, the Company

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reserves the right to end this agreement of employment.

10. During the course of your employment with the Company, you may be privy to confidential information of the Company and/or its affiliates, customers, clients etc. You shall at all times, keep in strictest confidence and trust such, confidential information, including that which you may have created. You will keep the Company duly and promptly informed, in writing, if you are bound by any confidentiality, non-compete or other similar agreements with any of your previous employers. You shall indemnify and hold harmless the Company and its employees and agents, from and against all liabilities, claims, damages, suits, proceedings, costs and expenses whatsoever, caused by or arising from your breach of the terms and conditions set out herein.
11. During the course of your employment, if you conceive of any new or advanced methods, inventions, designs or improvements, processes/systems or prepare any reports, tables or collection of data in which copyright may subsist, or any other form of intellectual property, in relation to the operation of the Company, all such developments shall be communicated to the Company and will be and remain the sole right/property of the Company and you shall execute documents and do all things necessary to enable the Company to obtain all rights to the same.
12. During the course of your employment, you shall be entitled to paid vacation and paid sick leave as per the then prevailing policies of the Company.
13. After the termination of your employment, you shall immediately return all the properties of the company, which are in your possession or custody.
14. You shall retire from the employment of the Company on last day of the month on which you attain your 58th (fifty eighth) birth anniversary.
15. You have been offered on the basis of the particulars submitted by you. If at any time, it emerges, that such particulars were false or incorrect or that any material or relevant information had been suppressed or concealed or exaggerated, your offer pursuant hereto shall be considered ineffective. This shall be without prejudice to the right of the Company to take such action against you as it may be advised.
16. During the term of your employment and for a period of 1 (one) year thereafter, you shall not induce or attempt to induce/solicit any employee of the Company to leave the employment of the Company.
17. You covenant and agree that, at any time, during your employment and for a period of 12 months thereafter (whether as an officer, director, partner, proprietor, investor, shareholder, manager, associate, employee, consultant, representative, adviser, agent or otherwise), you will not and will not permit any related party to, for yourself or jointly with any other person, directly or indirectly, own, conduct, engage, manage, operate, join, control, finance, invest in, bid for, advise or otherwise participate in, or be connected with, any business, individual, partnership, firm, corporation, limited liability company or other entity in any geography that is in the same or similar business as the Company ("Competing Business").
18. You shall at all times during the course of your employment in the Company (and even after the termination of this Agreement with respect to the terms contained herein) indemnify and keep indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company may suffer or incur or which may be made against the Company as a result of your acts or omissions during the course of employment.
19. Any notice that maybe required to be given to you shall be deemed to be duly and properly given, if hand delivered to you personally, or sent by email or sent by registered post to you at your address, as per the records available with the Company.
20. This letter of offer, read with the documents referred to herein, shall be the sole document governing our

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relationship and supersedes all other letters of offer previously issued and/or all other agreements, memoranda, documents and discussions. Our relationship will be governed only by the terms hereof.

21. Employment with the company may be terminated by either party by sending a notice in writing and serving a notice period or pay in lieu of notice. The duration of the notice period is 30 Days in case of confirmed employees and 15 days in case of employees on probation. The Company reserves the absolute right, at its sole discretion, to pay or recover salary in lieu of the notice period. It is clarified that the company shall not be required to serve any notice or pay any compensation or salary in lieu of the notice if you breach any of the provisions of this agreement or act contrary to the company's policy of interest or if you indulge in any unlawful activities.
22. You will be required to produce the following documents in original. Along with the originals, please bring photocopies of all the above for our records along with 4 passport size photographs-
 - a. All educational certificates (10th, 12th, Graduation etc.)
 - b. Valid Photo ID proof and address proof (PAN/Passport/ Voter card/ Aadhaar card)
 - c. Last employers' experience letters / appointment letters and relieving letters
 - d. Proof of resignation / Relieving letter from current employer
23. The terms and conditions set out herein shall be deemed to be severable and, in the event of any of the terms and conditions being held by a court of competent jurisdiction to be invalid or unenforceable, the remaining terms and conditions shall nevertheless continue to be fully valid, binding and enforceable.
24. The provisions hereof shall be governed by and construed in accordance with the laws of India and the courts at Bangalore shall have the exclusive jurisdiction to settle any claim or matter arising hereunder.
25. In acceptance of the above, please sign and return the duplicate copy of letter on or before **18-May-2024** failing which, this offer shall stand automatically withdrawn, without any further obligation from our end.

Yours faithfully,
For Swiggy Limited



Girish Menon
Chief Human Resources Officer

Priyam Ghosh
Agreed, Understood and Accepted:

Date:
Place:



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ANNEXURE A

Your fixed annual remuneration shall be **Rs.440000/- (Rupees Rupees Four lakh Forty Thousand Only)** which shall be payable pro-rata at the end of each month after deducting applicable tax and other statutory deductions at source.

In addition to the fixed compensation, your incentives based variable pay is **Rs.110000 /- (Rupees Rupees One lakh Ten Thousand Only)** paid Monthly basis your target achievements.

Salary Break -Up

Description	CTC Breakup	
	PA (Rs.)	PM (Rs.)
Basic Salary	180000	15000
HRA	72000	6000
Statutory Bonus	19200	1600
Employers Contribution to PF	21600	1800
Special Allowance	147200	12267
Fixed CTC	440000	36667
Incentive	110000	9167
Total CTC	550000	

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Registered & Corporate Office: No.55 Sy No.8-14, Ground Floor, I&J Block, Embassy Tech Village, Outer Ring Road, Devarbisanahalli, Bengaluru - 560103

ANNEXURE B

Intellectual Property

1. In this Annexure unless the context otherwise requires, the capitalized words and expressions mentioned below shall have the following meanings assigned to them:
 - a. **"Intellectual Property Rights"** shall mean any and all intellectual property rights in any and all parts of the world, whether registered or unregistered, including without limitation: (a) patents (whether utility or design), patent applications, patent disclosures, continuation, continuation-in-part, divisionals, reissues, re-examinations, utility models, certificate of invention, provisional and foreign counterparts; (b) trademarks, service marks, trade dress, logos, trade names and corporate names and other source indicators and registrations and applications for registration and foreign counterparts thereof, and the goodwill of the business symbolized thereby; (c) copyrights and copyrighted works (including software and documentation) and registrations and applications for registration thereof; (e) designs including registrations and applications for registration thereof; (f) computer software, data and documentation; (g) inventions, trade secrets, know-how, business intelligence and confidential business information, whether patentable or non-patentable and whether or not reduced to practice; (h) know-how, manufacturing and product processes and techniques, and research and development information, financial, marketing and business data, pricing and cost information, business and marketing plans and customer and supplier lists and information; and (i) copies and tangible embodiments thereof;
 - b. **"Work Product"** means Intellectual Property Rights or parts thereof, conceived, developed, or otherwise made by the Employee, alone or jointly with others (a) in any way relating to the Company's business; or (b) during the course of Employee's employment with the Company; or (c) using tools, resources or materials belonging to the Company; or (d) based on material or information belonging to the Company; whether or not made during the Employee's regular working hours or whether or not made on the Company's premises or whether or not made prior to the Employee's engagement with the Company;
2. You acknowledge that the Work Product shall be the sole and absolute property of the Company from date of creation thereof. You acknowledge that the Company has sole and absolute rights over any and all Intellectual Property Rights used by the Company.
3. To the extent that the Work Product, or any portion thereof needs to be assigned to the Company to ensure that the Company is sole and absolute owner thereof, you hereby perpetually assign and agree to perpetually assign in the future to the Company all worldwide rights, title, and interest in and to any and all of the portion of the Work Product. To the extent permitted by applicable Law, the moral rights in relation to the Work Product shall also vest in the Company. To the extent such moral rights cannot be assigned to Company and to the extent the following is allowed by the laws in any country where moral rights exist, you hereby unconditionally and irrevocably waive the enforcement of such moral rights, and all claims and causes of action of any kind against the Company or related to the Company's customers, with respect to such rights. Your legal heirs shall not retain any moral rights in the Work Product.

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4. You shall assist the Company, at the Company's expense, in every proper way to secure and maintain the Company's rights hereunder and to carry out the intent of the Agreement and for vesting the Company with full title to the Work Product including executing necessary documents, applications in that respect.
5. You represent and warrant and undertake that you will not use or integrate in the Work Product any third party materials or data that are not validly licensed to the Company. You represent and warrant that you have not violated the Intellectual Property Rights of any third party and covenant that you shall not violate the Intellectual Property Rights of any third party in the course of your employment with the Company.
6. If, in the course of your employment with the Company, you incorporate intellectual property into the Company's products, processes or machines, the Company is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license (with rights to sublicense through multiple tiers of sub-licensees) to make, have made, modify, use and sell such intellectual property.
7. You hereby irrevocably appoint the Company as your attorney for the purpose of (a) ensuring that the ownership of the Work Product vests in the Company and (b) for the purposes of seeking registration or other statutory protection in relation to the Work Product. You acknowledge that the Company has an interest in the agency and that the same may not be terminated to the prejudice of the Company. Termination of your employment shall not result in termination of the agency.

Agreed and accepted by

Priyam Ghosh

Date:

Place:

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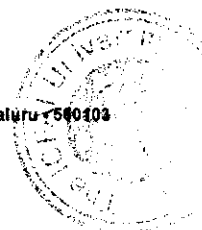
ANNEXURE C

Confidentiality

1. In this Annexure unless the context otherwise requires, the capitalized words and expressions mentioned below shall have the following meanings assigned to them:
 - a. **"Confidential Information"** shall mean any confidential and/or proprietary information belonging or relating to the Group or its vendors, customers or other third parties including the following (i) inventions, innovations, works or intellectual property rights, trade secrets, ideas and know-how including the Work Product; (ii) information relating to the development, utility, operation, functionality, performance, cost, present and proposed businesses, formulae, ideas, strategies, techniques, policy, data related to employees, present or proposed vendors/customers, research and development, financial statements, budgets and other financial details, business and marketing plans, forecasts, licenses, price lists, quotes, bids, controls, operating procedures, responsibilities, policies and procedures, software programs and files, operating manuals, user manuals documentation etc; (iii) confidential and proprietary information of third parties, including former, existing or prospective agents, customers, partners, vendors, suppliers or affiliates; (iv) the terms and conditions of this Agreement; and (v) and all record bearing media containing or disclosing the above information or techniques, whether identified as "confidential" expressly or not. Confidential Information shall not include (a) information that is publicly available through no fault of the Employee and (b) information disclosed by third parties without any obligation of confidentiality.
2. You shall not, whether during his employment with the Company, or after termination of your employment, for any reason, directly or indirectly, use for yourself or use for or disclose to any Person any Confidential Information other than for the benefit of the Company and in the course of performing your duties and responsibilities.
3. Without prejudice to the generality of the foregoing, you shall:
 - a. keep confidential the Confidential Information and not disclose the same to any third party or use the same for your benefit or for the benefit (financial or otherwise) of any third party, except as expressly permitted by this Annexure or except with the prior written consent of the Company;
 - b. protect the Confidential Information received with all reasonable care so as to ensure that the same does not fall into the hands of third parties or is not put to unauthorised use;
 - c. not reproduce in any form the Confidential Information except with the prior written consent of the Company.
4. The confidentiality obligations under this Annexure shall not prevent you from disclosing the same if required by Law or under the orders of any court of competent jurisdiction or other competent legal authority, provided that you give the Company notice of such intended disclosure and an opportunity to oppose the same.
5. You confirm that all Confidential Information shall remain the sole and absolute property of the Company or any third party, as applicable. You shall, at the time of leaving the services of the Company, return all

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Confidential Information and other Company property, which you are in possession of.

6. The obligations under this Annexure shall survive the termination of your employment and shall survive so long as such information remains confidential. You also acknowledge that use of the Confidential Information contrary to the provisions of this Annexure constitutes, among other things, criminal breach of trust in terms of the provisions of the Indian Penal Code, 1860.
7. The provisions of this Annexure for the protection of Confidential Information shall apply notwithstanding that you have unauthorized or inadvertently obtained access to or otherwise come into possession of such Confidential Information.
8. In order to secure or preserve Confidential Information, the Company shall have the right at all times to deactivate, disable, remove or prevent access to any Company property, including computers, servers, computer networks, email accounts, databases, storage, and vehicles.

Agreed and accepted by

Priyam Ghosh

Date:

Place:

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Registered & Corporate Office: No.55 Sy No.8-14, Ground Floor, I&J Block, Embassy Tech Village, Outer Ring Road, Devarabisanahalli, Bengaluru - 560103

HO/HR/TA/180337307

Date:30/10/2023

Mr. DIPJYOTI DEKA ,
VILL-HAHCHARA, PO-BHURBANDHA, MORIGAON, Assam, 782104

Dear Mr. DIPJYOTI DEKA ,

Sub: Provisional Offer Letter

With reference to your application and further to the interview and/or subsequent discussion you had with us, we are pleased to offer you the position of **'Executive Trainee' - Grade 'B1'**.

By joining ESAF BANK, you will be part of a fast-paced and socially dedicated team that works together to provide 'Joy of Banking to Everyone'. Also, you are committing to the Bank's **vision** of being India's leading social Bank that offers equal opportunities for the whole society through universal access and financial deepening, thus promoting financial inclusion, livelihood and economic development as a whole. In turn, Bank will be providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

The details of the offer are as follows, and shall be confidential.

You will be on training for a period of 12 months, which may be extended or regularized based on your performance and the successful completion of training will be followed by six months' probation. Your service in the Bank will be confirmed subject to your performance being satisfactory during the probationary period.

Your remuneration will be as follows:

1. Annual Salary would be Rs. 425000.0
2. Apart from the above, you will be eligible for Performance Incentive/ Pay as per Bank's policy, applicable to the Role/Grade.

The emoluments mentioned above are payable as per the policies of the bank, after effecting appropriate and applicable statutory deductions if any.

You shall be eligible for TA & DA and other payments as applicable to the grade, in line with the Bank's policy.

Your initial posting will be at any branch/office anywhere in India. However, the Bank reserves the right to transfer you to any Office / Department / Branch of the Bank, in India, that is in existence / or may come into existence at a future date, based on the Bank's business requirements.

You shall give the acceptance of the offer and of the above terms and conditions of employment on receipt of this letter. This offer letter is valid for 7 days from the date of this letter, for acceptance. This offer shall be effective from the date of your joining the Bank.

Your performance will be reviewed on a regular basis as per the performance parameters appropriate to the position mentioned. You will be governed by the rules, regulations and policies laid down by the **ESAF Bank** from time to time, and as applicable to your position.

Notwithstanding anything contained herein, if you are found to be indulging in any act of commission/omission that may be prejudicial to the interests of the Bank, violation of its code of conduct and/or policies, such act shall warrant disciplinary action, as deemed fit by the Bank.

Your appointment is subject to the necessary verifications / NOCs / receipt of Experience and Conduct certificate from your present/previous employers and receiving satisfactory references.

The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and in case of any dispute arising out of the same, the Courts at Thrissur will have exclusive jurisdiction.

You are requested to produce the documents at the time of joining:

- Annexure 1 ([link](#))
- Medical Certificate ([link](#))
- Self Declaration of Medical Fitness ([link](#))

We welcome you to ESAF Small Finance Bank and look forward to your valuable contribution in scaling **ESAF Bank** to greater heights.

Yours sincerely,



Jojo K
Senior Manager

Compensation Particular	Monthly	Annual
(A) Fixed Monthly Pay - EARNINGS		
Basic Pay	12400	148800.0
House Rent Allowance	2480	29760.0
Dearness Allowance	2000	24000.0
Conveyance Allowance	0	0.0
Medical Allowance	0	0.0
Periodicals / Self Development Allowance	0	0.0
Food allowance/Coupons	0	0.0
LTA	0	0.0
Special Allowance	14866	178396.0
Total (A)	31746	380956.0
Fixed Monthly Pay - DEDUCTIONS		
Provident Fund - Employee	1728	20736.0
Professional Tax	0	0.0
Charity Fund	124	1488.0
ESWT Fund Contribution	124	1488.0
ESWT Membership - Rs.1000/- **	0	0.0
Let Them Smile (Voluntary)	0	0.0
Staff Advance (if taken)	0	0.0
Death Fund	0	0.0
TDS	0	0.0
Total Recovery	1976	23712.0
Net Salary Credit to Bank A/c	29770	357244.0
(B) Annual Pay		
Bonus	583	7000.0
Total (B)	583	7000.0
(C) Retiral & Other Benefits (Employer Contribution)		
Provident Fund - Employer	1728	20736.0
Medical Insurance	667	8000.0
Leave Surrender	0	0.0
Gratuity	692	8308.0
Total (C)	3087	37044.0
Cost To Company (A+B+C)	35417	425000.0

1. Incentives are paid to Employees in Business Stream as approved from time to time
2. Performance Pay upto 10% of Gross will be paid to staff in other Streams based on Bank's, Department's and Individual's annual performance
3. Employees Deposit Linked Insurance Scheme on Normal Death.
4. Group Term Life Insurance (for spouse also)
5. Death Benefit from Staff Welfare Trust
6. Future Gratuity benefits.
7. ESAF CUG facility.



8. Car Component as per Car Policy of the Bank
9. Changes as per bank policy will be incorporated time to time

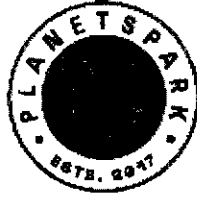
NB: 1. 1% of Basic salary will be deducted towards ESAF charity Fund meant for the charitable activities conducted by ESAF Society (eligible for 80G deduction under Income Tax Act)
2. 1% of Basic salary will be deducted towards ESAF Staff Welfare Fund meant for the employees of ESAF group
3. Applicable TDS will be effected on the salary.

ESAF SMALL FINANCE BANK LIMITED

CIN: U65940KL2011PLC015669

Registered & Corporate Office: ESAF Small Finance Bank Limited, Building No. VII/83/8, ESAF Bhavan,
Mannuthy, Thrissur- Palakad National Highway, Thrissur- 680 651, Kerala
Ph. No: 0487 7123456, 123457, Email: customercare@esafbank.com, www.esafbank.com





WINSPARK INNOVATIONS LEARNING PVT LTD.
1108-1109, 11th floor, JMDMegapolis, Sohna Road, Gurgaon
<http://www.planetspark.in>

Offer Letter

Date: 29/09/2023

To Nayan Sarkar

Employee Code: PS18426

Dear Nayan

Sub: Offer Letter

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **14th May 2024**. You will be based out of PlanetSpark office at Planet Spark Tower A, 1st floor, Unitech Cyber Park, Sector 39, Gurugram, Haryana 122002. You will be working from office from day one of joining.

You will be paid gross emoluments and incentives as detailed in Annexure – A when 1 Lac revenue reflects in the sales dashboard against your name.

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



Annexure – A

Emoluments can be bifurcated as under:

	Monthly	Yearly
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	7000	84000
Gross Salary	32400	388800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
Total CTC		6,50,400

Your overall training period is for 4 weeks. you would receive a training gross of **INR 21,428 (PF will be deducted)** per month which can be extended if needed. During this period the below mentioned targets has to be achieved to get the License to sell and move into the core sales team.

Region	Targets
Domestic	Rs 100000
UAE	\$1500
USA	\$1500

The trainee will be eligible to receive the Training gross only if they have 90% of daily Attendance in office and should have completed one whole month in the system.

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 one month from the date of joining. The probation can be discontinued anytime if target is not achieved during training and salary will be processed as FNF after 90 days.

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. At the end of training your performance will be reviewed by the Panel, based on the review you will be eligible to be placed in the core team.

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.

6. 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.

7. Annual Leave:

You will be entitled to 4 annual leaves for every completed quarter at the company and 7 annual medical leave. These are applicable for permanent employees

8. Termination of Service:

Either party can terminate this employment by serving a notice of 3 days on the other. The Full and Final settlement will be processed after 90 days from the last working date.

9. 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.

10. Non-Compete Clause:

During your employment with Winspark Innovations Learning Pvt Ltd, and for a period of 2 years following the termination of your employment, you agree that you will not directly or indirectly, for yourself or for any third party, engage in or be employed or associated with any business, entity, or person that offers learning products for 5 years to 40 year old learners, including but not limited to Coding, Math, English, Science or any other subject. This restriction shall apply regardless of whether such business, entity, or person is in competition with Winspark Innovations Learning Pvt Ltd

Sincerely,

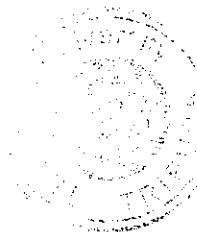
For and on behalf of WINS PARK INNOVATIONS LEARNING PVT LTD



"I hereby accept this offer and I Confirm that I have signed out of the placement process"

Signature

Date





Deloitte Consulting India Private Limited
Crest, Plot No.15, Phase-IV, Udyog Vihar, Gurgaon,
Haryana – 122015, India

Tel: +91 0124 6292000
www.deloitte.com

Apr 22, 2024

Mr. Biswajit Ghosh
Banamlipur Agartala Tripura west,
Agartala, 799001
India

Subject: Offer of Employment

Dear Biswajit Ghosh:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Gurugram**.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **June 24, 2024**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 600,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 100,000/-** subject to your reporting for full-time employment on **June 24, 2024**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") requires their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**.

Your compensation details are confidential, and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **June 24, 2024**, or an alternative mutually agreed upon date.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte India (Offices of the US) provides its professionals with home pick-up and drop transport services within **pre-defined** boundary if their shift timings are between 8:30 p.m. - 6:00 a.m. in Hyderabad, 9:00 p.m. - 6:00 a.m. in Mumbai, Pune; 7:00 p.m. - 6:00 a.m. in Gurugram, 8:00 p.m. - 6:00 a.m. in Bengaluru, Chennai, and Kolkata.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Biswajit Ghosh, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited
Best regards,

DocuSigned by:
Pooja Madhavi
4FCBBA075B794CA...
By: _____
Signature

Authorized Signatory

Acceptance

I, **Biswajit Ghosh**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
Biswajit Ghosh
329DB1BA800C4E2...
Signature _____

Apr 23, 2024
Date _____



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.04.22 10:17:26 -07:00

Annexure A

Mr. Biswajit Ghosh

Analyst

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	17,500	210,000
House Rent Allowance (HRA)	8,750	105,000
Special Allowance ^{1a & 1b}	11,867	142,404
Leave Travel Allowance ²	1,750	21,000
Differential Allowance	5,833	69,996
Meal Card ³	2,200	26,400
Employer's contribution to PF	2,100	25,200
Total Salary (in Rs.)	50,000	600,000
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium ⁴	3,014	36,167

*The Variable Bonus will vary, primarily based on your individual performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer, during the Annual Incentive Program payout cycle for the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid during the Annual Incentive Program payout cycle of that year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

Annexure A

¹All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

**Employee Level -
Analyst**^{1a}**Communication Expenses**

Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.

Rs./₹ 3,000/- per month

^{1b}**Fuel Expenses**

Petrol / Driver / Insurance / Repairs & Maintenance

Rs./₹ 7,500/- per month

^{1a} The Internet/telephone/mobile bills should be in the Employee's name.

^{1b} For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current requisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		
	<= 1600 cc	> 1600 cc	Two Wheelers
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

² The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

³ Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

⁴ Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of Insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

You may also be eligible to either a One-time Stipend or a temporary lodging basis joining the registered office location, you will receive a survey from Deloitte prior to your joining.

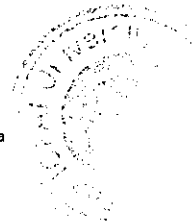
You may select the best option for availing the relocation assistance. If an employee who has availed this reimbursement decides to quit within 18 months from the date of relocation claim for whatever reason, the relocation reimbursement paid to the employee will be recovered in full, from the employee's full and final settlement.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.





Biswajit Ghosh

Gurugram

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office **Crest, Plot No.15, Phase-IV, Udyog Vihar, Gurgaon, Haryana - 122015, India** (the "Employer") as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. Defined Terms. The italicized terms in this agreement (the "Employment Agreement") are defined in **Exhibit A** hereto.

2. Pre-existing Agreements or Arrangements. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer's offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency's decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. Reporting of Proceedings. Except as provided by law and except as I have disclosed in writing on **Exhibit C** to this Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.

4. Confidentiality. I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized Signatory*, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. Third Party Information and Property. I agree that during my *Employment*, I shall not use or disclose any confidential information or intellectual property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.

6. Authorization. Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.

7. Competing Activities and Conflict of Interest. During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.

8. Authorization to Access Systems and Electronic Communications and use of Deloitte Property. I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems*. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my Electronic Communications and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. Security. I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. Ownership of Works.

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10 (b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. Pre-existing Creations; Personal Creations. My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B**, and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.

12. Post-Employment Restrictions re: Clients. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post-Employment Restrictions re: Clients. I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.

14. Future Employment with Clients. Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities* remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. Restrictions re: Personnel and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention, would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated; (b) participate in the hiring or admission of any *Personnel*; or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.

16. Post-Employment Restrictions re: Deloitte Property. Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of

storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a Deloitte Entity to remove such *Deloitte Property*.

OTHER POST- EMPLOYMENT OBLIGATIONS

17. Transition of Work and Cooperation. Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licensor of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.

18. Notification of Post- Employment Obligations. I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.

19. Certification. I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 9, 10, 11, 12, 14, 15 and 16 of this Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. Equitable Relief and Attorney's Fees. I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 9, 10, 12, 14, 15 or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte Entity* is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. Liquidated Damages: Client Fees. I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by or owed to any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

23. Right of Inspection. I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. Governing Law; Choice of Forum. This Employment Agreement is deemed to have been executed in the Employer's office in **Gurgaon, Haryana, India** and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.

25. Modifications. My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.

26. Severability. Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. Blue-Penciling. If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefore another provision that is legal and enforceable and that achieves the same objective.

28. Waiver. None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.

29. Entire Agreement. This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.

30. Transfer and Assignment. Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19 and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.

31. Headings. The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

DocuSigned by:
For Deloitte Consulting India Private Limited

Pooja Madnani
4FCBBA075B794CA...

Pooja Madnani
Talent

Authorized Signatory

Effective as of **June 24, 2024**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

DocuSigned by:
Biswajit Ghosh
329DB1BA800C4E2...

Biswajit Ghosh

Signature

Name



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.04.22 10:17:26 -07:00

EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the “Deloitte U.S. Firms”), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited (“DTTL”) or any member firm of DTTL or affiliate thereof (collectively, the “DTTL Member Firms”) or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term “control” (including the terms “controlled by” and “under common control with”) means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information*, *Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works of a Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a

Deloitte Entity, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual's name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes PII when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual's name is used with PII that is not business contact information, it is included in the definition of PII.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement, including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United States Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the PCAOB, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any Form, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

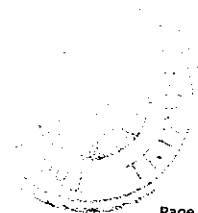


EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]


- Yes, I do have *Pre-existing Creations, Pre-existing Agreements or Arrangements*
- No, I do not have *Pre-existing Creations, Pre-existing Agreements or Arrangements*

<u>Title</u>	<u>Date</u>	<u>Brief Description</u>
--------------	-------------	--------------------------

<p>DocuSigned by:  <small>329DB1BA800C4E2...</small></p> <hr/> <p>Signature</p>	<p>Apr 23, 2024</p> <hr/> <p>Date</p>
--	---------------------------------------

Biswajit Ghosh
 Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

<p>DocuSigned by:  <small>4FCBBA076B794CA...</small></p> <p>Pooja Madnani Talent</p>	<p>Apr 22, 2024</p> <hr/> <p>Date</p>
---	---------------------------------------

Its: *Authorized Signatory*



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
 Sealed Time: 2024.04.22 10:17:28 -07:00

An *Authorized Signatory's* signature is required only if *Pre-existing Creations* or *Pre-existing Agreements* or *Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements* or *Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements* or *Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

EXHIBIT C

Proceedings

[none, unless otherwise specified]

Yes, I do have *Proceedings* to report

X

No, I do not have *Proceedings* to report

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

DocuSigned by:
Biswajit Ghosh
329DB1BA800C4E2...

Signature

Biswajit Ghosh

Name

Apr 23, 2024

Date

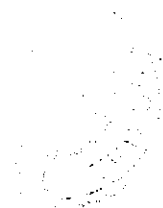


EXHIBIT D

Exceptions to Post-Employment Restrictions: re: Clients

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Yes, I do have
Post-Employment Restrictions
re: Clients

No, I do not have
Post-Employment Restrictions
re: Clients

Name of Client Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

Deloitte Consulting India Private Limited

DocuSigned by:
Pooja Madhani
4FCBBA075B794CA...

Pooja Madhani

Talent

Its: Authorized Signatory Apr 22, 2024
Date

I have read and understood the above policy terms.

DocuSigned by:
Biswajit Ghosh
329DB1BA600CAE2...

Biswajit Ghosh

Apr 23, 2024

Signature

Name

Date



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10

Sealed Time: 2024.04.23 10:17:28 -07:00

An Authorized Signatory's signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an Authorized Signatory indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT ("Employment Agreement")

You will be expected to sign the Employer's Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release ("APR") 213 is the Employer's policy prohibiting harassment. Deloitte LLP's subsidiaries located in India ("Deloitte India (Offices of the US)") are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining Deloitte U.S. India.

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer's policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years. Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a Deloitte Entity or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **90 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/ employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.

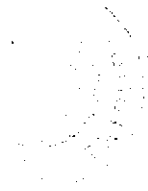
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloitte.net/deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.
- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. <https://deloitte.net/deloitte.com/Pages/Home.aspx> for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **June 24, 2024**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Biswajit Ghosh
 3290B18A800CAE2...
 Signature

Biswajit Ghosh
 Name





Apr 22, 2024

Mr. Biswajit Ghosh
Banamlipur Agartala Tripura west,
Agartala, 799001
India

Training Agreement

Dear Biswajit Ghosh:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **June 24, 2024**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company.

As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company.

As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed. We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
Pooja Madhavi
By: _____
4FCBBA075B794CA...
Signature

Authorized Signatory



Abinash Urang
Mayachari, Mayachari, Dhalai, Tripura
Tripura
Dhalai, Tripura, India

Dear Abinash Urang,

Reference to the interview you had with us, we are delighted to offer you the position of **Management Trainee** in MT, **Management Trainee** based at Agartala in Cholamandalam Investment and Finance Company Limited (the Company/Chola).

We are sure that you will bring your unbridled enthusiasm and expertise into your specified role. We assure you that your willingness to learn and drive for growth will provide you with great opportunities for a fulfilling & comprehensive career growth within the Company. Please note that this position is transferable across any location, in order to undertake specific assignments.

Your annual CTC would be Rs. 4,80,000 (Inclusive of all monthly and annual benefits). Refer Salary Annexure for the details of your compensation structure.

Please sign and return the duplicate copy within 7 days of issuance of this letter, otherwise this offer will become null & void. A formal appointment letter will be issued to you before your date of joining. The terms and conditions of your employment would be as per your appointment letter.

This offer is subject to a satisfactory reference check of your credentials being conducted by the Company, covering your educational qualifications, including certificates and other documents, previous experience etc., and completion of all other necessary formalities.

The Company holds the right to terminate your offer without notice if the information shared by you at the time of verification process is found to be incorrect or in case of any serious misconduct or if the reference check leads to an adverse report of your credentials.

Please note that the contents of this letter and the compensation/salary details are confidential.

We are attaching the list of documents to be submitted (Annexure) for issuance of appointment letter.

We look forward to meeting you soon and trust that your association with Chola will be a mutually beneficial one.

Welcome to the Chola Family!

Yours faithfully,

For Cholamandalam Investment And Finance Company Limited



R Chandrasekar
Executive Vice President



Cholamandalam Investment and finance Company Limited

Dare House, First Floor, No.2, N.S.C Bose Road, Parrys, Chennai - 600 001

Tel: 91.44.40907172 Fax: 91.44.25346464

Website: www.cholamandalam.com

CIN - L65993TN1978PLC007576



murugappa



SALARY ANNEXURE

Name: Abinash Urang
SBU: Home Loans
Grade: MT
Grade Title: Management Trainee
Location: Agartala

Component	Monthly	Yearly
Basic Salary	14400	172800
House Rent Allowance	7200	86400
Special Allowance	12600	151200
Gross Salary	34200	410400
Employer PF	1800	21600
Total Fixed Pay	36000	432000
Retention Bonus	4000	48000
Total Cost To Company	40000	480000



R Chandrasekar
Executive Vice President



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murugappa

Annexure

List of Documents to be submitted for Issuance of Appointment Letter:

Resume	Latest Resume
KYC Documents	Aadhaar, PAN, Address Proof
Education Documents	Highest Education Qualification Certificate
Previous Employment Documents	Pay slips, Offer/ Appraisal Letter, Relieving Letters, Incentive Proof

Snow Mog
Salthang Manu, Sud, Div, Santir Bazar, Bogafa Salthang Manu
South Tripura
South Tripura, Tripura, India

Dear Snow Mog,

Reference to the interview you had with us, we are delighted to offer you the position of **Management Trainee** in MT, **Management Trainee** based at **Agartala** in Cholamandalam Investment and Finance Company Limited (the Company/Chola).

We are sure that you will bring your unbridled enthusiasm and expertise into your specified role. We assure you that your willingness to learn and drive for growth will provide you with great opportunities for a fulfilling & comprehensive career growth within the Company. Please note that this position is transferable across any location, in order to undertake specific assignments.

Your annual CTC would be Rs. 4,80,000 (Inclusive of all monthly and annual benefits). Refer Salary Annexure for the details of your compensation structure.

Please sign and return the duplicate copy within 7 days of issuance of this letter, otherwise this offer will become null & void. A formal appointment letter will be issued to you before your date of joining. The terms and conditions of your employment would be as per your appointment letter.

This offer is subject to a satisfactory reference check of your credentials being conducted by the Company, covering your educational qualifications, including certificates and other documents, previous experience etc., and completion of all other necessary formalities.

The Company holds the right to terminate your offer without notice if the information shared by you at the time of verification process is found to be incorrect or in case of any serious misconduct or if the reference check leads to an adverse report of your credentials.

Please note that the contents of this letter and the compensation/salary details are confidential.

We are attaching the list of documents to be submitted (Annexure) for issuance of appointment letter.

We look forward to meeting you soon and trust that your association with Chola will be a mutually beneficial one.

Welcome to the Chola Family!

Yours faithfully,

For Cholamandalam Investment And Finance Company Limited



R Chandrasekar
Executive Vice President



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CIN - L65993TN1978PLC007576



murugappa

SALARY ANNEXURE

Name: Snaw Mog
SBU: Home Loans
Grade: MT
Grade Title: Management Trainee
Location: Agartala

Component	Monthly	Yearly
Basic Salary	14400	172800
House Rent Allowance	7200	86400
Special Allowance	12600	151200
Gross Salary	34200	410400
Employer PF	1800	21600
Total Fixed Pay	36000	432000
Retention Bonus	4000	48000
Total Cost To Company	40000	480000

R. Chandrasekar

R Chandrasekar
Executive Vice President

Annexure

List of Documents to be submitted for Issuance of Appointment Letter:

Resume	Latest Resume
KYC Documents	Aadhaar, PAN, Address Proof
Education Documents	Highest Education Qualification Certificate
Previous Employment Documents	Pay slips, Offer/ Appraisal Letter, Relieving Letters, Incentive Proof



Satyajit Das
Uptakhali Charupasa Gram Panchayat, Post Office KrishnapurJubaraj Nagar Block, Dhupirband, North Tripura
Tripura
Dharmanagar, Tripura, India

Dear Satyajit Das,

Reference to the interview you had with us, we are delighted to offer you the position of **Management Trainee** in MT, **Management Trainee** based at Agartala in Cholamandalam Investment and Finance Company Limited (the Company/Chola).

We are sure that you will bring your unbridled enthusiasm and expertise into your specified role. We assure you that your willingness to learn and drive for growth will provide you with great opportunities for a fulfilling & comprehensive career growth within the Company. Please note that this position is transferable across any location, in order to undertake specific assignments.

Your annual CTC would be Rs. 4,80,000 (Inclusive of all monthly and annual benefits). Refer Salary Annexure for the details of your compensation structure.

Please sign and return the duplicate copy within 7 days of issuance of this letter, otherwise this offer will become null & void. A formal appointment letter will be issued to you before your date of joining. The terms and conditions of your employment would be as per your appointment letter.

This offer is subject to a satisfactory reference check of your credentials being conducted by the Company, covering your educational qualifications, including certificates and other documents, previous experience etc., and completion of all other necessary formalities.

The Company holds the right to terminate your offer without notice if the information shared by you at the time of verification process is found to be incorrect or in case of any serious misconduct or if the reference check leads to an adverse report of your credentials.

Please note that the contents of this letter and the compensation/salary details are confidential.

We are attaching the list of documents to be submitted (Annexure) for issuance of appointment letter.

We look forward to meeting you soon and trust that your association with Chola will be a mutually beneficial one.

Welcome to the Chola Family!

Yours faithfully,

For Cholamandalam Investment And Finance Company Limited



R Chandrasekar
Executive Vice President

SALARY ANNEXURE

Name: Satyajit Das
SBU: Home Loans
Grade: MT
Grade Title: Management Trainee
Location: Agartala

Component	Monthly	Yearly
Basic Salary	14400	172800
House Rent Allowance	7200	86400
Special Allowance	12600	151200
Gross Salary	34200	410400
Employer PF	1800	21600
Total Fixed Pay	36000	432000
Retention Bonus	4000	48000
Total Cost To Company	40000	480000

R. Chandrasekar

R Chandrasekar
Executive Vice President

Annexure

List of Documents to be submitted for Issuance of Appointment Letter:

Resume	Latest Resume
KYC Documents	Aadhaar, PAN, Address Proof
Education Documents	Highest Education Qualification Certificate
Previous Employment Documents	Pay slips, Offer/ Appraisal Letter, Relieving Letters, Incentive Proof

Cholamandalam Investment and finance Company Limited

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CIN - L65993TN1978PLC007576



murugappa



Bandhan Bank Limited

Head Office: Floors 12-14, Adventz Infinity@5, BN 5, Sector V, Salt Lake City, Kolkata - 700091
CIN: L67190WB2014PLC204622 | Phone: +91 33 6609 0909, 4045 6456 | Fax: +91 33 6609 0502
Email: info@bandhanbank.com | Website: www.bandhanbank.com

PRIVATE AND CONFIDENTIAL

Ref. No.: BBL/HR/47278/2023-2024

Date: 01/03/2024

Ms. Rasmi Saha
C/O: Raju Saha, Ward No 32, Katasheola, Bani Madhab Vidhya Pith, Jogendranath, Agartala, West Tripura,
Tripura - 799004

LETTER OF APPOINTMENT

Dear Ms. Rasmi Saha,

With reference to your application and subsequent discussions with us, we are pleased to offer you employment with Bandhan Bank in the position of **Customer Relationship Officer - MT** based at **1266-Ranirgaon Branch under Agartala South Cluster** at **Assistant Manager** grade.

You shall be required to join the Bank on or before **20-May-2024**.

The detailed terms and conditions of your employment are outlined in **Annexure I ("Terms of Employment")** and compensation details are mentioned in **Annexure II ("Compensation Details")**. You will also be governed by the policies, rules and regulations of the Company as may be modified from time to time.

Accordingly, please sign and return a copy of this letter of employment and the employee statement attached herewith indicating your formal acceptance of your employment with the Company on the terms contained herein. Please initial each page of this letter. Upon your signature and return to us, this letter of employment will be treated as an employment agreement between the Company and you and the terms and conditions of this letter of employment shall govern your employment with the Company.

Kindly note that in case we do not receive your formal acceptance on or before **08-March-2024**, this letter of employment shall automatically be rescinded.

Yours sincerely,

For Bandhan Bank Limited,

Shivesh Kumar Singh
Head – Business HR
General Banking

ANNEXURE I**TERMS AND CONDITIONS OF EMPLOYMENT****1. Appointment**

- 1.1 During the course of your employment, you will be governed by the Code of Conduct and Ethics, rules, regulations and other policies (together the "Company Policies") as enforced and as may be amended from time to time. The Bank reserves the right to vary the terms and conditions of service governing your appointment including your duties and responsibilities at any time.
- 1.2 You will be required to report at **1266-Ranirgaon Branch** under **Agartala South Cluster**. You will be accountable for duties & responsibilities to the **Branch Head** or to any such person in Company as may be indicated to you from time to time. However, your services are transferable and you can be seconded or deputed by the Company to any of its operations or operations of its associate companies in India or abroad. The Company further reserves the right to transfer your employment to any other company or legal entity, as part of any transfer of undertaking of the Company or as part of any restructuring or amalgamation or such other plan implemented by the Company or by which the Company is bound, on such terms and conditions as applicable to such plan.
- 1.3 Your appointment and continuation in employment at Bandhan Bank is subject to clearance of all hand-over, dues in your previous organisation and submission of unconditional Relieving Letter and Experience Letter along with attested copies of all your degrees and professional qualification certificates at the time of joining.

Further, your appointment shall be subject to you being found medically fit for the role as mentioned in Point 14 of this letter.

Additionally, Bandhan Bank reserves the right to conduct a background verification / seek references from your current / previous employers. If any information, declaration provided by you, at the time of selection/ joining is later found to be false or untrue, or if any material information is suppressed and / or the background verification / reference checks received are not satisfactory, Bandhan Bank may terminate your services forthwith.

2. Probation & Confirmation

- 2.1 You will be on a probation period of **365 days (1 year)** from the date of your joining at Bandhan Bank. During this period, your performance will be reviewed and if found satisfactory your employment will be confirmed on completion of this period, unless otherwise communicated by the Company. In the event the Company, at its sole discretion, extends the term of probation for such period as it may deem fit, any such extension of probation shall be duly communicated to you in writing. Your performance will be continuously evaluated during such extended probationary period and if found satisfactory, your employment will be confirmed in writing on completion of this period.

3. Leave

- 3.1 You will be governed by Bandhan Bank's Leave Policy announced from time to time. However, you must obtain prior approval of the concerned reporting manager prior to availing privilege leave.

4. Termination

- 4.1 During the probationary period of **365 days (1 year)** including any extension, either party may terminate this appointment by giving 30 days prior notice in writing without assigning any reasons therefor. After confirmation, either party may terminate this appointment by giving 90 days' notice in writing to the other party without assigning any reasons thereof. Your resignation shall not automatically be assumed to be accepted from the date of its communication to the Company and will be subject to the fulfillment of notice period, proper handover of charge to your successor to the satisfaction of the Company and any other conditions as may be communicated to you in writing.

The Company reserves the right not to accept the payment in lieu of the notice and at its sole discretion may enforce the complete or part of the notice period to effectuate a proper handover of charge to the sole satisfaction of the Company.

In the event termination is initiated by you, the Company may, at its sole discretion, relieve you from such date as it may deem fit, even before the expiration of the notice period. Under these circumstances, the Company will ordinarily pay you compensation for the unexpired period of the notice period. The Company at its discretion reserves the right to withhold compensation, without incurring any liability should there be a material breach of your duties or obligations, or gross indiscipline or misconduct in this period.

- 4.2 The Company may terminate your services immediately without any compensation or notice thereof, if you are in material breach of your duties or obligations, or commit breach of trust or gross indiscipline or misconduct or commit breach of any applicable law or of the Company Policies and Code of Conduct and Ethics or any of the terms and conditions set forth herein. Such material breach would include your failure to comply with or committing breach of the provisions contained in this appointment letter, gross misconduct, financial irregularities, breach of confidentiality, any act involving moral turpitude, including conviction in any criminal case during your present or previous employment, breach of any applicable law or regulation, breach of the Company's Code of Conduct and Ethics, refusal to carry out reasonable instructions and the like. The said right of the Company is without prejudice to its rights in law or equity to initiate other legal action as it deems fit to protect its interests.
- 4.3 In the event of your continuous absence for a period exceeding 15 days, without formal request or permission from the management for the same, you shall be deemed to have left and relinquished your service. The contract of service shall come to an end when the employee abandons his / her job.
- 4.4 Subject to earlier termination of this engagement, you shall retire on the last day of the month in which you attain the age of 60 years.
- 4.5 Upon severance of your employment with the Company, it is agreed that any assets and amounts due to the Company by you shall be held in trust by you for and on behalf of the Company and subject to the provisions of this agreement, the Company commits itself to hold all amounts due to you in trust for you and on your behalf. The Company shall have the right to retain any amounts otherwise payable to you to satisfy any of your obligations as a result of any breach of this agreement.
- 4.6 The Company may proceed against you to seek injunction in an appropriate court of law against your working in any other company/firm/business before you are relieved from the Company. In addition to any other remedies which the Company may have at law or in equity, you agree that the Company shall have the right to have all provisions of this agreement specifically performed including the post-employment restrictions stipulated in clauses 5 and 6.
- 4.7 The terms of this offer are strictly confidential between you and the Company and any breach of this confidence will be viewed with utmost seriousness. Your obligations set forth in paragraphs 5, 6 and 7



survive expiration or termination of your employment contract with the Company.

5. Confidentiality & Employment Policy

- 5.1 In the course of your assignment with the Company, and by virtue of the position held by you, you may acquire information, technical or otherwise, including any computer software, trade secrets, design, technology, ideas, know-how, processes, formulas, compositions, data, techniques, improvements, inventions, work of authorship, business and product development plans, and other information concerning the Company's actual or anticipated business, research, and development or that is received by the Company, which is confidential or proprietary to Company or its subsidiaries or affiliates, its customers, subcontractors or any other person or company having any kind of association or relationship with Company, and / or its affiliates or subsidiaries (together "Confidential Information"). You shall keep and maintain strict confidentiality of such Confidential Information and data that may come to your possession or knowledge by virtue of this engagement, use such information only as may be required in the normal course of your work and shall not disclose or divulge any such information or data, without prior written consent of an authorized officer of the Company.
- 5.2 You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and shall not disclose or divulge any such Confidential Information to third parties or make use of such information for your own benefit or otherwise howsoever.
- 5.3 You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other Confidential Information, for your own benefit or for the benefit of any third party, either during the term of your employment or thereafter.
- 5.4 Upon expiry or termination of your employment with Company, you will return and surrender to Company, all such Confidential Information including without limitation, data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies and discs and any other knowledge databases that came to you or were entrusted to you in the course of your employment and shall not retain any copy thereof in any form whatsoever. You may be required to execute such other or further agreements as Company or its affiliates or customers may require in this regard, from time to time.

6. Disclosure of Information

- 6.1 You shall not, except in the course of your duties or unless ordered to do so by a court of competent jurisdiction, either during or anytime after your employment with us, use or disclose to any person, firm or corporation any information relating to the organization, its business, clients or trade secrets which have come into your possession in the course of your employment with us including public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, any information or documents, official or otherwise relating to Company or its subsidiaries or affiliates, customers, sub-contractors or any other person or company having any kind of association or relationship with Company and/or its subsidiaries or affiliates, except with prior written approval.

7. Intellectual Property Rights

- 7.1 All intellectual property rights in any work or material developed by you during the course of your employment shall belong to and be the property of Company and you confirm that you shall not be entitled to claim any rights over such intellectual property. If required by Company, during or after the term of this engagement, you shall assign and transfer in favor of Company or, at the request of Company,



in favor of any of its subsidiary, affiliate, customers or other persons, all intellectual property rights in such works or materials and shall execute such deeds and documents, as Company may require, to effectually vest in Company, any of its subsidiary, affiliate or customers as Company may require, any and all intellectual property rights and benefits in such works or materials. In performance of your duties and responsibilities, you shall not use or infringe any intellectual property properties or rights of any other persons.

8. Compensation

- 8.1 Your gross annual compensation will be the aggregate of Total Fixed Pay & Benefits as set forth in the **Annexure II ("Compensation")** and will be subject to deduction of tax at source. Your Compensation will be reviewed periodically as per the Company compensation review cycle. The Company assumes no responsibility for your personal tax affairs, and your tax liability in respect of your Compensation is entirely your responsibility. Provided however, Company may from time to time, withhold any tax as may be required by applicable law. It is a condition of your employment that you will abide by the Company's Policies of maintaining strict confidentiality of the compensation you receive from the Company.
- 8.2 It is however clarified that the Benefits as set forth in the Annexure are provided on a voluntary basis by the Company in accordance with the Company Policy in force at present, and hence are liable to (i) change from time to time; or (ii) be withdrawn any time. During the term of your employment with Company, you will be subject to all such applicable rules and regulations in accordance with the Company Policy as may be in force from time to time.

9. Learning & Development

- 9.1 During the course of your employment with the Company, you may be required to undergo some training programs or engage in some process implementation or other skill enhancement activities in India or abroad. Company will bear the costs and expenses in relation to such programs. However, you will be required to be in the employment of Company for a minimum specified period after such programs, failing which you will be required to reimburse such costs and expenses incurred by the Company in relation to such programs. Regarding the aforesaid, the Company reserves the right to ask you to sign an agreement/bond associated with the training/assignment. In the event of any breach of the conditions associated with the bond the Company will invoke the appropriate penalty clauses and you will be liable to pay the damages as provided in the said agreement/bond. Your refusal to undergo such programs on such terms would be considered as a material breach of the terms of employment and in such case, Company shall have the right to terminate this engagement, by giving you notice as referred to in clause 4 above, without being under obligation to make any payments to you.

10. Avoidance of Conflict of Interest

- 10.1 You agree that you shall perform your duties, as may be assigned to you from time to time, with diligence, devotion and discretion. While in the employment of Company, you shall (a) use your best endeavor to defend and promote the business interests of Company; (b) devote your full time, attention and efforts to serve Company; and (c) whether by yourself, your employees, agents, or otherwise, and whether on your own behalf or for any other person, or entity in India or elsewhere, not directly or indirectly engage, practice of any business, profession or vocation, including any activity, which competes with activities of the Company or conflicts with your position in the Company. You confirm that as on the effective date of your appointment, you do not have any business, professional or other interests that may be conflicting with any of the foregoing statements. Since your appointment with the Company is on a full time basis, you shall not take up any assignment, including those in the nature of any business, profession or vocation, without prior written consent





Bandhan Bank Limited

Head Office: Floors 12-14, Adventz Infinity@5, BN 5, Sector V, Salt Lake City, Kolkata - 700091
CIN: L67190WB2014PLC204622 | Phone: +91 33 6609 0909, 4045 6456 | Fax: +91 33 6609 0502
Email: info@bandhanbank.com | Website: www.bandhanbank.com

of the Company, which consent may be granted at Company's sole discretion.

11. Should any provision of this Letter be held invalid or unenforceable, such invalidity will not invalidate the whole of this Letter and the remainder of this Agreement will remain in full force.
12. In the event of any dispute or claim arising under this Agreement or in connection with the conditions of employment on a contractual basis under this Agreement, such dispute or claim shall be referred to arbitration in pursuance of the Arbitration and Conciliation Act, 1996. The Company shall in the event of any such dispute or difference, have the right to nominate an Arbitrator as the sole Arbitrator to adjudicate upon the dispute/difference. Parties also agree to submit themselves to the exclusive territorial jurisdiction of courts at Kolkata. The arbitration proceedings shall be conducted in English Language. The fees of the Arbitrator shall be paid equally, in the first instance, by both parties, subject to the final adjudication of costs by the Arbitrator at the time of passing the award.

13. The Insider Trading – Code of Conduct of the Bank ("Code") and SEBI (Prohibition of Insider Trading) Regulations, 2015 ("Regulations")

- 13.1 By virtue of your appointment in the Bank, you shall abide by the provisions of the PIT Code and PIT Regulations. The PIT Code is available on the intranet of the Bank. It is the responsibility of each employee to become familiar with the Bank's PIT Code and understand these laws and regulations.
- 13.2 Depending on your role and grade, you may fall under the definition of Designated Person as per the PIT Code and PIT Regulations. As a result, you shall adhere to the conditions/ restrictions as laid down in the PIT Code and the PIT Regulations at all times, while dealing in the securities of the Bank or grey list companies. You shall submit the appropriate disclosures (Initial/Annual/Continual) on ESSCOM Portal within the prescribed timeline or as may be communicated to you from time to time.
- 13.3 Further, in compliance with the conditions/ restrictions as laid down in the PIT Code, you shall abide by the PIT Code while dealing in the securities of the Bank or grey list companies for a period of six months from the date of your relieving from the Bank and your trade shall be subject to pre-clearance by the Compliance Officer of the Bank.

14. Health Check-up

Your appointment in the Bank is subject to being found medically fit by a registered medical practitioner. You shall require to undergo stipulated medical test, at your own expense, and obtain a registered medical practitioner's certificate and submit the same at the time of your joining the Bank. In the event of your failure to submit a medical fitness certificate or submitting an unsatisfactory medical fitness certificate shall result in rescinding of the appointment with the Bank.

A duplicate copy of this letter is enclosed herewith, which may please be signed and returned to us in acceptance of the terms and conditions mentioned above.

For Bandhan Bank Limited,

Shivesh Kumar Singh
Head – Business HR
General Banking

Agreed and Accepted: _____
(Candidate Name) (Candidate Signature)

ANNEXURE II – Compensation Details
Confidential
Candidate Name: Rasmi Saha
Grade: Assistant Manager
Position Name: Customer Relationship Officer - MT
Location: 1266-Ranirgaon

Particulars	Monthly(Rs.)	Yearly(Rs.)
Basic Salary	₹ 10,558	₹ 1,26,696
HRA	₹ 5,279	₹ 63,348
Special Allowance	₹ 11,278	₹ 1,35,336
Medical Allowance	₹ 1,250	₹ 15,000
Conveyance Allowance	₹ 1,600	₹ 19,200
Statutory Bonus	₹ 0	₹ 0
Child Education Allowance	₹ 200	₹ 2,400
Gross Salary	₹ 30,165	₹ 3,61,980
Benefits		
PF(Employer Contribution)	₹ 1,800	₹ 21,600
Gratuity	₹ 508	₹ 6,096
Insurance Valuation - Mediclaim, Term Life and Accidental Benefit	₹ 861	₹ 10,332
Cost to Company(CTC)	₹ 33,334	₹ 4,00,008

Payable as per the Payments of Gratuity Act.
Confidentiality:

Matter of your compensation is confidential information of the Bank and should be treated with absolute confidentiality except to the extent you are required to make disclosure for any tax, legal or regulatory purpose. Any breach of this confidentiality obligations will be considered as breach of fidelity and secrecy clause under your terms of appointment.





Bandhan Bank Limited

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PRIVATE AND CONFIDENTIAL

Ref. No.: BBL/HR/47276/2023-2024

Date: 01/03/2024

Ms. Tushi Bhattacharjee

D/O: Sajal Bhattacharjee, House - 67, Ward no-04, Near Akarta Sangha, GP-Kaylyanpur, Mouja-Madhya kaylyanpur, Po-Kaylyanpur, West Tripura, Tripura - 799203

LETTER OF APPOINTMENT

Dear Ms. Tushi Bhattacharjee,

With reference to your application and subsequent discussions with us, we are pleased to offer you employment with Bandhan Bank in the position of **Customer Relationship Officer - MT** based at **1642-Khowai Branch under Agartala North Cluster** at **Assistant Manager** grade.

You shall be required to join the Bank on or before **20-May-2024**.

The detailed terms and conditions of your employment are outlined in **Annexure I ("Terms of Employment")** and compensation details are mentioned in **Annexure II ("Compensation Details")**. You will also be governed by the policies, rules and regulations of the Company as may be modified from time to time.

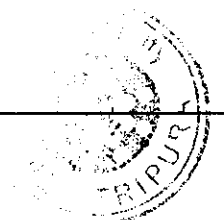
Accordingly, please sign and return a copy of this letter of employment and the employee statement attached herewith indicating your formal acceptance of your employment with the Company on the terms contained herein. Please initial each page of this letter. Upon your signature and return to us, this letter of employment will be treated as an employment agreement between the Company and you and the terms and conditions of this letter of employment shall govern your employment with the Company.

Kindly note that in case we do not receive your formal acceptance on or before **08-March-2024**, this letter of employment shall automatically be rescinded.

Yours sincerely,

For Bandhan Bank Limited,

Shivesh Kumar Singh
Head – Business HR
General Banking



ANNEXURE I**TERMS AND CONDITIONS OF EMPLOYMENT****1. Appointment**

- 1.1 During the course of your employment, you will be governed by the Code of Conduct and Ethics, rules, regulations and other policies (together the "Company Policies") as enforced and as may be amended from time to time. The Bank reserves the right to vary the terms and conditions of service governing your appointment including your duties and responsibilities at any time.
- 1.2 You will be required to report at **1642-Khowai Branch** under **Agartala North Cluster**. You will be accountable for duties & responsibilities to the **Branch Head** or to any such person in Company as may be indicated to you from time to time. However, your services are transferable and you can be seconded or deputed by the Company to any of its operations or operations of its associate companies in India or abroad. The Company further reserves the right to transfer your employment to any other company or legal entity, as part of any transfer of undertaking of the Company or as part of any restructuring or amalgamation or such other plan implemented by the Company or by which the Company is bound, on such terms and conditions as applicable to such plan.
- 1.3 Your appointment and continuation in employment at Bandhan Bank is subject to clearance of all hand-over, dues in your previous organisation and submission of unconditional Relieving Letter and Experience Letter along with attested copies of all your degrees and professional qualification certificates at the time of joining.

Further, your appointment shall be subject to you being found medically fit for the role as mentioned in Point 14 of this letter.

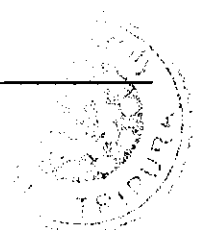
Additionally, Bandhan Bank reserves the right to conduct a background verification / seek references from your current / previous employers. If any information, declaration provided by you, at the time of selection/ joining is later found to be false or untrue, or if any material information is suppressed and / or the background verification / reference checks received are not satisfactory, Bandhan Bank may terminate your services forthwith.

2. Probation & Confirmation

- 2.1 You will be on a probation period of **365 days (1 year)** from the date of your joining at Bandhan Bank. During this period, your performance will be reviewed and if found satisfactory your employment will be confirmed on completion of this period, unless otherwise communicated by the Company. In the event the Company, at its sole discretion, extends the term of probation for such period as it may deem fit, any such extension of probation shall be duly communicated to you in writing. Your performance will be continuously evaluated during such extended probationary period and if found satisfactory, your employment will be confirmed in writing on completion of this period.

3. Leave

- 3.1 You will be governed by Bandhan Bank's Leave Policy announced from time to time. However, you must obtain prior approval of the concerned reporting manager prior to availing privilege leave.

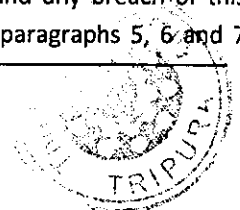
4. Termination

- 4.1 During the probationary period of **365 days (1 year)** including any extension, either party may terminate this appointment by giving 30 days prior notice in writing without assigning any reasons therefor. After confirmation, either party may terminate this appointment by giving 90 days' notice in writing to the other party without assigning any reasons thereof. Your resignation shall not automatically be assumed to be accepted from the date of its communication to the Company and will be subject to the fulfillment of notice period, proper handover of charge to your successor to the satisfaction of the Company and any other conditions as may be communicated to you in writing.

The Company reserves the right not to accept the payment in lieu of the notice and at its sole discretion may enforce the complete or part of the notice period to effectuate a proper handover of charge to the sole satisfaction of the Company.

In the event termination is initiated by you, the Company may, at its sole discretion, relieve you from such date as it may deem fit, even before the expiration of the notice period. Under these circumstances, the Company will ordinarily pay you compensation for the unexpired period of the notice period. The Company at its discretion reserves the right to withhold compensation, without incurring any liability should there be a material breach of your duties or obligations, or gross indiscipline or misconduct in this period.

- 4.2 The Company may terminate your services immediately without any compensation or notice thereof, if you are in material breach of your duties or obligations, or commit breach of trust or gross indiscipline or misconduct or commit breach of any applicable law or of the Company Policies and Code of Conduct and Ethics or any of the terms and conditions set forth herein. Such material breach would include your failure to comply with or committing breach of the provisions contained in this appointment letter, gross misconduct, financial irregularities, breach of confidentiality, any act involving moral turpitude, including conviction in any criminal case during your present or previous employment, breach of any applicable law or regulation, breach of the Company's Code of Conduct and Ethics, refusal to carry out reasonable instructions and the like. The said right of the Company is without prejudice to its rights in law or equity to initiate other legal action as it deems fit to protect its interests.
- 4.3 In the event of your continuous absence for a period exceeding 15 days, without formal request or permission from the management for the same, you shall be deemed to have left and relinquished your service. The contract of service shall come to an end when the employee abandons his / her job.
- 4.4 Subject to earlier termination of this engagement, you shall retire on the last day of the month in which you attain the age of 60 years.
- 4.5 Upon severance of your employment with the Company, it is agreed that any assets and amounts due to the Company by you shall be held in trust by you for and on behalf of the Company and subject to the provisions of this agreement, the Company commits itself to hold all amounts due to you in trust for you and on your behalf. The Company shall have the right to retain any amounts otherwise payable to you to satisfy any of your obligations as a result of any breach of this agreement.
- 4.6 The Company may proceed against you to seek injunction in an appropriate court of law against your working in any other company/firm/business before you are relieved from the Company. In addition to any other remedies which the Company may have at law or in equity, you agree that the Company shall have the right to have all provisions of this agreement specifically performed including the post-employment restrictions stipulated in clauses 5 and 6.
- 4.7 The terms of this offer are strictly confidential between you and the Company and any breach of this confidence will be viewed with utmost seriousness. Your obligations set forth in paragraphs 5, 6 and 7



survive expiration or termination of your employment contract with the Company.

5. Confidentiality & Employment Policy

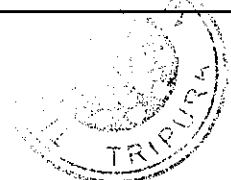
- 5.1 In the course of your assignment with the Company, and by virtue of the position held by you, you may acquire information, technical or otherwise, including any computer software, trade secrets, design, technology, ideas, know-how, processes, formulas, compositions, data, techniques, improvements, inventions, work of authorship, business and product development plans, and other information concerning the Company's actual or anticipated business, research, and development or that is received by the Company, which is confidential or proprietary to Company or its subsidiaries or affiliates, its customers, subcontractors or any other person or company having any kind of association or relationship with Company, and / or its affiliates or subsidiaries (together "Confidential Information"). You shall keep and maintain strict confidentiality of such Confidential Information and data that may come to your possession or knowledge by virtue of this engagement, use such information only as may be required in the normal course of your work and shall not disclose or divulge any such information or data, without prior written consent of an authorized officer of the Company.
- 5.2 You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and shall not disclose or divulge any such Confidential Information to third parties or make use of such information for your own benefit or otherwise howsoever.
- 5.3 You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other Confidential Information, for your own benefit or for the benefit of any third party, either during the term of your employment or thereafter.
- 5.4 Upon expiry or termination of your employment with Company, you will return and surrender to Company, all such Confidential Information including without limitation, data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies and discs and any other knowledge databases that came to you or were entrusted to you in the course of your employment and shall not retain any copy thereof in any form whatsoever. You may be required to execute such other or further agreements as Company or its affiliates or customers may require in this regard, from time to time.

6. Disclosure of Information

- 6.1 You shall not, except in the course of your duties or unless ordered to do so by a court of competent jurisdiction, either during or anytime after your employment with us, use or disclose to any person, firm or corporation any information relating to the organization, its business, clients or trade secrets which have come into your possession in the course of your employment with us including public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, any information or documents, official or otherwise relating to Company or its subsidiaries or affiliates, customers, sub-contractors or any other person or company having any kind of association or relationship with Company and/or its subsidiaries or affiliates, except with prior written approval.

7. Intellectual Property Rights

- 7.1 All intellectual property rights in any work or material developed by you during the course of your employment shall belong to and be the property of Company and you confirm that you shall not be entitled to claim any rights over such intellectual property. If required by Company, during or after the term of this engagement, you shall assign and transfer in favor of Company or, at the request of Company,



in favor of any of its subsidiary, affiliate, customers or other persons, all intellectual property rights in such works or materials and shall execute such deeds and documents, as Company may require, to effectually vest in Company, any of its subsidiary, affiliate or customers as Company may require, any and all intellectual property rights and benefits in such works or materials. In performance of your duties and responsibilities, you shall not use or infringe any intellectual property properties or rights of any other persons.

8. Compensation

- 8.1 Your gross annual compensation will be the aggregate of Total Fixed Pay & Benefits as set forth in the **Annexure II ("Compensation")** and will be subject to deduction of tax at source. Your Compensation will be reviewed periodically as per the Company compensation review cycle. The Company assumes no responsibility for your personal tax affairs, and your tax liability in respect of your Compensation is entirely your responsibility. Provided however, Company may from time to time, withhold any tax as may be required by applicable law. It is a condition of your employment that you will abide by the Company's Policies of maintaining strict confidentiality of the compensation you receive from the Company.
- 8.2 It is however clarified that the Benefits as set forth in the Annexure are provided on a voluntary basis by the Company in accordance with the Company Policy in force at present, and hence are liable to (i) change from time to time; or (ii) be withdrawn any time. During the term of your employment with Company, you will be subject to all such applicable rules and regulations in accordance with the Company Policy as may be in force from time to time.

9. Learning & Development

- 9.1 During the course of your employment with the Company, you may be required to undergo some training programs or engage in some process implementation or other skill enhancement activities in India or abroad. Company will bear the costs and expenses in relation to such programs. However, you will be required to be in the employment of Company for a minimum specified period after such programs, failing which you will be required to reimburse such costs and expenses incurred by the Company in relation to such programs. Regarding the aforesaid, the Company reserves the right to ask you to sign an agreement/bond associated with the training/assignment. In the event of any breach of the conditions associated with the bond the Company will invoke the appropriate penalty clauses and you will be liable to pay the damages as provided in the said agreement/bond. Your refusal to undergo such programs on such terms would be considered as a material breach of the terms of employment and in such case, Company shall have the right to terminate this engagement, by giving you notice as referred to in clause 4 above, without being under obligation to make any payments to you.

10. Avoidance of Conflict of Interest

- 10.1 You agree that you shall perform your duties, as may be assigned to you from time to time, with diligence, devotion and discretion. While in the employment of Company, you shall (a) use your best endeavor to defend and promote the business interests of Company; (b) devote your full time, attention and efforts to serve Company; and (c) whether by yourself, your employees, agents, or otherwise, and whether on your own behalf or for any other person, or entity in India or elsewhere, not directly or indirectly engage, practice of any business, profession or vocation, including any activity, which competes with activities of the Company or conflicts with your position in the Company. You confirm that as on the effective date of your appointment, you do not have any business, professional or other interests that may be conflicting with any of the foregoing statements. Since your appointment with the Company is on a full time basis, you shall not take up any assignment, including those in the nature of any business, profession or vocation, without prior written consent

**Bandhan Bank Limited**

Head Office: Floors 12 - 14, Adventz Infinity@5, BN 5, Sector V, Salt Lake City, Kolkata - 700091
CIN: L67190WB2014PLC204622 | Phone: +91 33 6609 0909, 4045 6456 | Fax: +91 33 6609 0502
Email: info@bandhanbank.com | Website: www.bandhanbank.com

of the Company, which consent may be granted at Company's sole discretion.

11. Should any provision of this Letter be held invalid or unenforceable, such invalidity will not invalidate the whole of this Letter and the remainder of this Agreement will remain in full force.
12. In the event of any dispute or claim arising under this Agreement or in connection with the conditions of employment on a contractual basis under this Agreement, such dispute or claim shall be referred to arbitration in pursuance of the Arbitration and Conciliation Act, 1996. The Company shall in the event of any such dispute or difference, have the right to nominate an Arbitrator as the sole Arbitrator to adjudicate upon the dispute/difference. Parties also agree to submit themselves to the exclusive territorial jurisdiction of courts at Kolkata. The arbitration proceedings shall be conducted in English Language. The fees of the Arbitrator shall be paid equally, in the first instance, by both parties, subject to the final adjudication of costs by the Arbitrator at the time of passing the award.

13. The Insider Trading – Code of Conduct of the Bank ("Code") and SEBI (Prohibition of Insider Trading) Regulations, 2015 ("Regulations")

- 13.1 By virtue of your appointment in the Bank, you shall abide by the provisions of the PIT Code and PIT Regulations. The PIT Code is available on the intranet of the Bank. It is the responsibility of each employee to become familiar with the Bank's PIT Code and understand these laws and regulations.
- 13.2 Depending on your role and grade, you may fall under the definition of Designated Person as per the PIT Code and PIT Regulations. As a result, you shall adhere to the conditions/ restrictions as laid down in the PIT Code and the PIT Regulations at all times, while dealing in the securities of the Bank or grey list companies. You shall submit the appropriate disclosures (Initial/Annual/Continual) on ESSCOM Portal within the prescribed timeline or as may be communicated to you from time to time.
- 13.3 Further, in compliance with the conditions/ restrictions as laid down in the PIT Code, you shall abide by the PIT Code while dealing in the securities of the Bank or grey list companies for a period of six months from the date of your relieving from the Bank and your trade shall be subject to pre-clearance by the Compliance Officer of the Bank.

14. Health Check-up

Your appointment in the Bank is subject to being found medically fit by a registered medical practitioner. You shall require to undergo stipulated medical test, at your own expense, and obtain a registered medical practitioner's certificate and submit the same at the time of your joining the Bank. In the event of your failure to submit a medical fitness certificate or submitting an unsatisfactory medical fitness certificate shall result in rescinding of the appointment with the Bank.

A duplicate copy of this letter is enclosed herewith, which may please be signed and returned to us in acceptance of the terms and conditions mentioned above.

For Bandhan Bank Limited,

Shivesh Kumar Singh
Head – Business HR
General Banking

Agreed and Accepted: _____
(Candidate Name) (Candidate Signature)

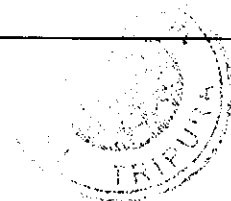


ANNEXURE II – Compensation Details**Confidential****Candidate Name:** Tushi Bhattacharjee**Grade:** Assistant Manager**Position Name:** Customer Relationship Officer - MT**Location:** 1642-Khowai

Particulars	Monthly(Rs.)	Yearly(Rs.)
Basic Salary	₹ 10,558	₹ 1,26,696
HRA	₹ 5,279	₹ 63,348
Special Allowance	₹ 11,278	₹ 1,35,336
Medical Allowance	₹ 1,250	₹ 15,000
Conveyance Allowance	₹ 1,600	₹ 19,200
Statutory Bonus	₹ 0	₹ 0
Child Education Allowance	₹ 200	₹ 2,400
Gross Salary	₹ 30,165	₹ 3,61,980
Benefits		
PF(Employer Contribution)	₹ 1,800	₹ 21,600
Gratuity	₹ 508	₹ 6,096
Insurance Valuation - Mediclaim, Term Life and Accidental Benefit	₹ 861	₹ 10,332
Cost to Company(CTC)	₹ 33,334	₹ 4,00,008

Payable as per the Payments of Gratuity Act.**Confidentiality:**

Matter of your compensation is confidential information of the Bank and should be treated with absolute confidentiality except to the extent you are required to make disclosure for any tax, legal or regulatory purpose. Any breach of this confidentiality obligations will be considered as breach of fidelity and secrecy clause under your terms of appointment.





Bandhan Bank Limited

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PRIVATE AND CONFIDENTIAL

Ref. No.: BBL/HR/47277/2023-2024

Date: 01/03/2024

Ms. Samiksha Debbarma

D/O: Mantosh Debbarma, Ward No-14/Krishananagar Colonel Chowmuhani, P.O.- Agartala, P.S. West Agartala, Area - Krishna Nagar, Agartala Municipality Council, West Tripura, Tripura - 799001

LETTER OF APPOINTMENT

Dear Ms. Samiksha Debbarma,

With reference to your application and subsequent discussions with us, we are pleased to offer you employment with Bandhan Bank in the position of **Customer Relationship Officer - MT** based at **2460-Shankar Chowmuhani, Agartala Branch under Agartala South Cluster at Assistant Manager grade.**

You shall be required to join the Bank on or before **20-May-2024.**

The detailed terms and conditions of your employment are outlined in **Annexure I ("Terms of Employment")** and compensation details are mentioned in **Annexure II ("Compensation Details")**. You will also be governed by the policies, rules and regulations of the Company as may be modified from time to time.

Accordingly, please sign and return a copy of this letter of employment and the employee statement attached herewith indicating your formal acceptance of your employment with the Company on the terms contained herein. Please initial each page of this letter. Upon your signature and return to us, this letter of employment will be treated as an employment agreement between the Company and you and the terms and conditions of this letter of employment shall govern your employment with the Company.

Kindly note that in case we do not receive your formal acceptance on or before **08-March-2024**, this letter of employment shall automatically be rescinded.

Yours sincerely,

For **Bandhan Bank Limited,**

Shivesh Kumar Singh
Head – Business HR
General Banking



ANNEXURE I**TERMS AND CONDITIONS OF EMPLOYMENT****1. Appointment**

- 1.1 During the course of your employment, you will be governed by the Code of Conduct and Ethics, rules, regulations and other policies (together the "Company Policies") as enforced and as may be amended from time to time. The Bank reserves the right to vary the terms and conditions of service governing your appointment including your duties and responsibilities at any time.
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Further, your appointment shall be subject to you being found medically fit for the role as mentioned in Point 14 of this letter.

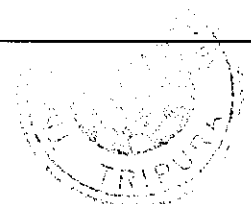
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3. Leave

- 3.1 You will be governed by Bandhan Bank's Leave Policy announced from time to time. However, you must obtain prior approval of the concerned reporting manager prior to availing privilege leave.

4. Termination

- 4.1 During the probationary period of **365 days (1 year)** including any extension, either party may terminate this appointment by giving 30 days prior notice in writing without assigning any reasons therefor. After confirmation, either party may terminate this appointment by giving 90 days' notice in writing to the other party without assigning any reasons thereof. Your resignation shall not automatically be assumed to be accepted from the date of its communication to the Company and will be subject to the fulfillment of notice period, proper handover of charge to your successor to the satisfaction of the Company and any other conditions as may be communicated to you in writing.

The Company reserves the right not to accept the payment in lieu of the notice and at its sole discretion may enforce the complete or part of the notice period to effectuate a proper handover of charge to the sole satisfaction of the Company.

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- 4.2 The Company may terminate your services immediately without any compensation or notice thereof, if you are in material breach of your duties or obligations, or commit breach of trust or gross indiscipline or misconduct or commit breach of any applicable law or of the Company Policies and Code of Conduct and Ethics or any of the terms and conditions set forth herein. Such material breach would include your failure to comply with or committing breach of the provisions contained in this appointment letter, gross misconduct, financial irregularities, breach of confidentiality, any act involving moral turpitude, including conviction in any criminal case during your present or previous employment, breach of any applicable law or regulation, breach of the Company's Code of Conduct and Ethics, refusal to carry out reasonable instructions and the like. The said right of the Company is without prejudice to its rights in law or equity to initiate other legal action as it deems fit to protect its interests.
- 4.3 In the event of your continuous absence for a period exceeding 15 days, without formal request or permission from the management for the same, you shall be deemed to have left and relinquished your service. The contract of service shall come to an end when the employee abandons his / her job.
- 4.4 Subject to earlier termination of this engagement, you shall retire on the last day of the month in which you attain the age of 60 years.
- 4.5 Upon severance of your employment with the Company, it is agreed that any assets and amounts due to the Company by you shall be held in trust by you for and on behalf of the Company and subject to the provisions of this agreement, the Company commits itself to hold all amounts due to you in trust for you and on your behalf. The Company shall have the right to retain any amounts otherwise payable to you to satisfy any of your obligations as a result of any breach of this agreement.
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survive expiration or termination of your employment contract with the Company.

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- 5.1 In the course of your assignment with the Company, and by virtue of the position held by you, you may acquire information, technical or otherwise, including any computer software, trade secrets, design, technology, ideas, know-how, processes, formulas, compositions, data, techniques, improvements, inventions, work of authorship, business and product development plans, and other information concerning the Company's actual or anticipated business, research, and development or that is received by the Company, which is confidential or proprietary to Company or its subsidiaries or affiliates, its customers, subcontractors or any other person or company having any kind of association or relationship with Company, and / or its affiliates or subsidiaries (together "Confidential Information"). You shall keep and maintain strict confidentiality of such Confidential Information and data that may come to your possession or knowledge by virtue of this engagement, use such information only as may be required in the normal course of your work and shall not disclose or divulge any such information or data, without prior written consent of an authorized officer of the Company.
- 5.2 You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and shall not disclose or divulge any such Confidential Information to third parties or make use of such information for your own benefit or otherwise howsoever.
- 5.3 You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other Confidential Information, for your own benefit or for the benefit of any third party, either during the term of your employment or thereafter.
- 5.4 Upon expiry or termination of your employment with Company, you will return and surrender to Company, all such Confidential Information including without limitation, data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies and discs and any other knowledge databases that came to you or were entrusted to you in the course of your employment and shall not retain any copy thereof in any form whatsoever. You may be required to execute such other or further agreements as Company or its affiliates or customers may require in this regard, from time to time.

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- 6.1 You shall not, except in the course of your duties or unless ordered to do so by a court of competent jurisdiction, either during or anytime after your employment with us, use or disclose to any person, firm or corporation any information relating to the organization, its business, clients or trade secrets which have come into your possession in the course of your employment with us including public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, any information or documents, official or otherwise relating to Company or its subsidiaries or affiliates, customers, sub-contractors or any other person or company having any kind of association or relationship with Company and/or its subsidiaries or affiliates, except with prior written approval.

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in favor of any of its subsidiary, affiliate, customers or other persons, all intellectual property rights in such works or materials and shall execute such deeds and documents, as Company may require, to effectually vest in Company, any of its subsidiary, affiliate or customers as Company may require, any and all intellectual property rights and benefits in such works or materials. In performance of your duties and responsibilities, you shall not use or infringe any intellectual property properties or rights of any other persons.

8. Compensation

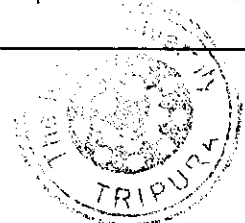
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- 9.1 During the course of your employment with the Company, you may be required to undergo some training programs or engage in some process implementation or other skill enhancement activities in India or abroad. Company will bear the costs and expenses in relation to such programs. However, you will be required to be in the employment of Company for a minimum specified period after such programs, failing which you will be required to reimburse such costs and expenses incurred by the Company in relation to such programs. Regarding the aforesaid, the Company reserves the right to ask you to sign an agreement/bond associated with the training/assignment. In the event of any breach of the conditions associated with the bond the Company will invoke the appropriate penalty clauses and you will be liable to pay the damages as provided in the said agreement/bond. Your refusal to undergo such programs on such terms would be considered as a material breach of the terms of employment and in such case, Company shall have the right to terminate this engagement, by giving you notice as referred to in clause 4 above, without being under obligation to make any payments to you.

10. Avoidance of Conflict of Interest

- 10.1 You agree that you shall perform your duties, as may be assigned to you from time to time, with diligence, devotion and discretion. While in the employment of Company, you shall (a) use your best endeavor to defend and promote the business interests of Company; (b) devote your full time, attention and efforts to serve Company; and (c) whether by yourself, your employees, agents, or otherwise, and whether on your own behalf or for any other person, or entity in India or elsewhere, not directly or indirectly engage, practice of any business, profession or vocation, including any activity, which competes with activities of the Company or conflicts with your position in the Company. You confirm that as on the effective date of your appointment, you do not have any business, professional or other interests that may be conflicting with any of the foregoing statements. Since your appointment with the Company is on a full time basis, you shall not take up any assignment, including those in the nature of any business, profession or vocation, without prior written consent





Bandhan Bank Limited

Head Office: Floors 12-14, Adventz Infinity@5, BN 5, Sector V, Salt Lake City, Kolkata - 700091
CIN: L67190WB2014PLC204622 | Phone: +91 33 6609 0909, 4045 6456 | Fax: +91 33 6609 0502
Email: info@bandhanbank.com | Website: www.bandhanbank.com

of the Company, which consent may be granted at Company's sole discretion.

11. Should any provision of this Letter be held invalid or unenforceable, such invalidity will not invalidate the whole of this Letter and the remainder of this Agreement will remain in full force.
12. In the event of any dispute or claim arising under this Agreement or in connection with the conditions of employment on a contractual basis under this Agreement, such dispute or claim shall be referred to arbitration in pursuance of the Arbitration and Conciliation Act, 1996. The Company shall in the event of any such dispute or difference, have the right to nominate an Arbitrator as the sole Arbitrator to adjudicate upon the dispute/difference. Parties also agree to submit themselves to the exclusive territorial jurisdiction of courts at Kolkata. The arbitration proceedings shall be conducted in English Language. The fees of the Arbitrator shall be paid equally, in the first instance, by both parties, subject to the final adjudication of costs by the Arbitrator at the time of passing the award.
13. **The Insider Trading – Code of Conduct of the Bank ("Code") and SEBI (Prohibition of Insider Trading) Regulations, 2015 ("Regulations")**
 - 13.1 By virtue of your appointment in the Bank, you shall abide by the provisions of the PIT Code and PIT Regulations. The PIT Code is available on the intranet of the Bank. It is the responsibility of each employee to become familiar with the Bank's PIT Code and understand these laws and regulations.
 - 13.2 Depending on your role and grade, you may fall under the definition of Designated Person as per the PIT Code and PIT Regulations. As a result, you shall adhere to the conditions/ restrictions as laid down in the PIT Code and the PIT Regulations at all times, while dealing in the securities of the Bank or grey list companies. You shall submit the appropriate disclosures (Initial/Annual/Continual) on ESSCOM Portal within the prescribed timeline or as may be communicated to you from time to time.
 - 13.3 Further, in compliance with the conditions/ restrictions as laid down in the PIT Code, you shall abide by the PIT Code while dealing in the securities of the Bank or grey list companies for a period of six months from the date of your relieving from the Bank and your trade shall be subject to pre-clearance by the Compliance Officer of the Bank.
14. **Health Check-up**

Your appointment in the Bank is subject to being found medically fit by a registered medical practitioner. You shall require to undergo stipulated medical test, at your own expense, and obtain a registered medical practitioner's certificate and submit the same at the time of your joining the Bank. In the event of your failure to submit a medical fitness certificate or submitting an unsatisfactory medical fitness certificate shall result in rescinding of the appointment with the Bank.

A duplicate copy of this letter is enclosed herewith, which may please be signed and returned to us in acceptance of the terms and conditions mentioned above.

For Bandhan Bank Limited,

Shivesh Kumar Singh
Head – Business HR
General Banking

Agreed and Accepted: _____
(Candidate Name) (Candidate Signature)



Bandhan Bank Limited

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ANNEXURE II – Compensation Details

Confidential

Candidate Name: Samiksha Debbarma

Grade: Assistant Manager

Position Name: Customer Relationship Officer - MT

Location: 2460-Shankar Chowmuhani, Agartala

Particulars	Monthly(Rs.)	Yearly(Rs.)
Basic Salary	₹ 10,558	₹ 1,26,696
HRA	₹ 5,279	₹ 63,348
Special Allowance	₹ 11,278	₹ 1,35,336
Medical Allowance	₹ 1,250	₹ 15,000
Conveyance Allowance	₹ 1,600	₹ 19,200
Statutory Bonus	₹ 0	₹ 0
Child Education Allowance	₹ 200	₹ 2,400
Gross Salary	₹ 30,165	₹ 3,61,980
Benefits		
PF(Employer Contribution)	₹ 1,800	₹ 21,600
Gratuity	₹ 508	₹ 6,096
Insurance Valuation - Medclaim, Term Life and Accidental Benefit	₹ 861	₹ 10,332
Cost to Company(CTC)	₹ 33,334	₹ 4,00,008

Payable as per the Payments of Gratuity Act.

Confidentiality:

Matter of your compensation is confidential information of the Bank and should be treated with absolute confidentiality except to the extent you are required to make disclosure for any tax, legal or regulatory purpose. Any breach of this confidentiality obligations will be considered as breach of fidelity and secrecy clause under your terms of appointment.



Date: 24-11-23

Dear Bimal Deb,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement

Your appointment date will be effective on your joining date (13-05-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below

- Your initial posting will be in Agartala. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
- Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based
- on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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- Leaves – As an organization we follow 1st Jan to 31st Dec calendar. As an employee, you will be eligible for 5 Festival Leaves, 3 National Holidays. In addition, you will be eligible for 1.5 Days Medical and 1.5 Days Casual leaves per month.
- Absence from work – Salary will not be paid for periods of unauthorized absence.
- Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which are reasonably consistent with your position.
- Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

Code of Conduct – Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

Confidentiality - In the ordinary course of your employment you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment.

Probation - You will be on probation for a period of 3 months. During the probation your performance shall be reviewed by the Company. At the end of the probationary period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company.

Restriction After Termination of the employment - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a

3-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company,

Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that

- You do not disclose any personal data without prior written approval
- You do not access information that you are not otherwise authorized to view.
- You do not access systems and IT infrastructure that you are not authorized.
- You do not treat personal data carelessly
- You secure all printouts away when not in use. You do not share your passwords to any unauthorized person.



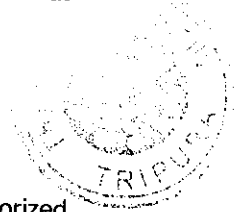
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Termination – By you: During the period of probation, you are required to give the company at least one calendar months' notice in writing. Post that confirmation, you are required to give the company 15 working days' notice in writing. In case the notice period as per terms of employment is not served, pay in lieu of notice period would be deducted from the final settlement dues to the employee.

Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, except articles written with personal opinion. You agree that you will promptly inform the Company about any Intellectual Property you make or are involved in making.

Compensation

We confirm offering annual compensation of INR 5,00,000 (Five Lakhs only) comprising of fixed component of INR 3,00,000 (Three Lakhs only){Will be discuss again after probation}, and variable component of INR 2,00,000 (Two Lakhs only) per annum to you, the details of which would be as per schedule 1.

In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

Probation Period

You will be on probation for 104 Days during which your performance will be reviewed, however you are expected to clear the On the Job Training (OJT) in 14 days (UNPAID). Your employment is terminable by giving (48 Hours) notice during the probation period & (30 days) post confirmation. Either party is not bound to give any reason thereof. During the probation period you are eligible for a remuneration of INR 12,000 and INR 12,000 Incentive.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Name

Accept & Sign



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Personal Data - Consent

In consideration of being employed by LearnNex

I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex



LearnNex

Accept & Sign

.....



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deduction is a part of CTC.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Date

Name.....

Accept & Sign



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Date: 24-11-23

Dear Biswajit Debnath,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement

Your appointment date will be effective on your joining date (13-05-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below

- Your initial posting will be in Agartala. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
- Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based
- on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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- Leaves – As an organization we follow 1st Jan to 31st Dec calendar. As an employee, you will be eligible for 5 Festival Leaves, 3 National Holidays. In addition, you will be eligible for 1.5 Days Medical and 1.5 Days Casual leaves per month.
- Absence from work – Salary will not be paid for periods of unauthorized absence.
- Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which are reasonably consistent with your position.
- Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

Code of Conduct – Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

Confidentiality - In the ordinary course of your employment you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment.

Probation - You will be on probation for a period of 3 months. During the probation your performance shall be reviewed by the Company. At the end of the probationary period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company.

Restriction After Termination of the employment - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a 3-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company,

Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that

- You do not disclose any personal data without prior written approval
- You do not access information that you are not otherwise authorized to view.
- You do not access systems and IT infrastructure that you are not authorized.
- You do not treat personal data carelessly
- You secure all printouts away when not in use. You do not share your passwords to any unauthorized person.



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Termination – By you: During the period of probation, you are required to give the company at least one calendar months' notice in writing. Post that confirmation, you are required to give the company 15 working days' notice in writing. In case the notice period as per terms of employment is not served, pay in lieu of notice period would be deducted from the final settlement dues to the employee.

Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, except articles written with personal opinion. You agree that you will promptly inform the Company about any Intellectual Property you make or are involved in making.

Compensation

We confirm offering annual compensation of INR 5,00,000 (Five Lakhs only) comprising of fixed component of INR 3,00,000 (Three Lakhs only){Will be discuss again after probation}, and variable component of INR 2,00,000 (Two Lakhs only) per annum to you, the details of which would be as per schedule 1.

In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

Probation Period

You will be on probation for 104 Days during which your performance will be reviewed, however you are expected to clear the On the Job Training (OJT) in 14 days (UNPAID). Your employment is terminable by giving (48 Hours) notice during the probation period & (30 days) post confirmation. Either party is not bound to give any reason thereof. During the probation period you are eligible for a remuneration of INR 12,000 and INR 12,000 Incentive.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Name

Accept & Sign



6289575772



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Personal Data - Consent

In consideration of being employed by LearnNex

I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex



..... LearnNex

Accept & Sign

For Tech Services



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Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deduction is a part of CTC.

Yours sincerely,

LearnNex

Rajdeep
Head Of Marketing
LearnNex

Date

Name

Accept & Sign



6289575772



hr@learnnex.in



www.learnnex.in

Date: 24-11-23

Dear Prantik Chanda,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement

Your appointment date will be effective on your joining date (13-05-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below

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- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based
- on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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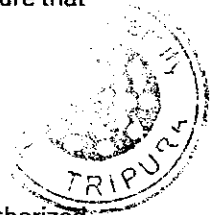
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Restriction After Termination of the employment - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a 3-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

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Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that –

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- You do not treat personal data carelessly
- You secure all printouts away when not in use. You do not share your passwords to any unauthorized person.



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Termination – By you: During the period of probation, you are required to give the company at least one calendar months' notice in writing. Post that confirmation, you are required to give the company 15 working days' notice in writing. In case the notice period as per terms of employment is not served, pay in lieu of notice period would be deducted from the final settlement dues to the employee.

Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

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Compensation

We confirm offering annual compensation of INR 5,00,000 (Five Lakhs only) comprising of fixed component of INR 3,00,000 (Three Lakhs only){Will be discuss again after probation}, and variable component of INR 2,00,000 (Two Lakhs only) per annum to you, the details of which would be as per schedule 1.

In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

Probation Period

You will be on probation for 104 Days during which your performance will be reviewed, however you are expected to clear the On the Job Training (OJT) in 14 days (UNPAID). Your employment is terminable by giving (48 Hours) notice during the probation period & (30 days) post confirmation. Either party is not bound to give any reason thereof. During the probation period you are eligible for a remuneration of INR 12,000 and INR 12,000 Incentive.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Name

Accept & Sign





Personal Data - Consent

In consideration of being employed by LearnNex

I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

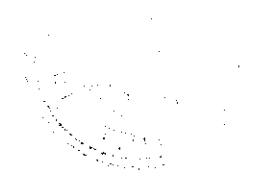
Yours sincerely,



Rajdeep
Head Of Marketing
LearnNex

LearnNex

Accept & Sign



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www.learnnex.in

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deduction is a part of CTC.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Date

Name.....

Accept & Sign



6289575772



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www.learnnex.in

Date: 24-11-23

Dear Abhipsa Das,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement

Your appointment date will be effective on your joining date (13-05-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below

- Your initial posting will be in Agartala. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
- Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based
- on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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- Absence from work – Salary will not be paid for periods of unauthorized absence.
- Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which are reasonably consistent with your position.
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Probation - You will be on probation for a period of 3 months. During the probation your performance shall be reviewed by the Company. At the end of the probationary period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company.

Restriction After Termination of the employment - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a 3-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company,

Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that

- You do not disclose any personal data without prior written approval
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Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

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Compensation

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In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

Probation Period

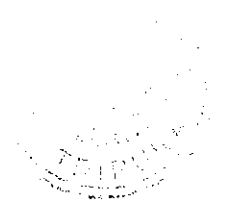
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Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Name

Accept & Sign



Personal Data - Consent

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I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

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Rajdeep
Head Of Marketing
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Accept & Sign



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deduction is a part of CTC.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Date

Name.....

Accept & Sign



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Date: 24-11-23

Dear Rahul Sarkar,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement

Your appointment date will be effective on your joining date (13-05-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below

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 - Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
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 - If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
 - You will retire from the services of the company on attaining superannuation [58 years]
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- Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Name

Accept & Sign



Personal Data - Consent

In consideration of being employed by LearnNex

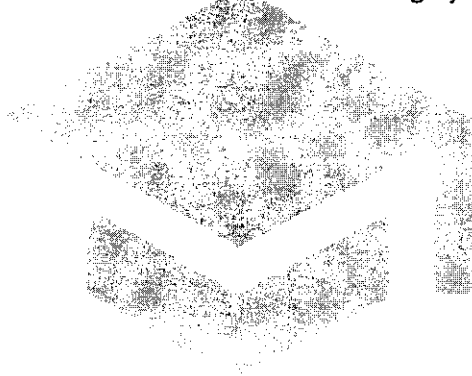
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Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex



Accept & Sign



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

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Total CTC	300000

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Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Date

Name.....

Accept & Sign



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Date: 24-11-23

Dear Abhishek Marak,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

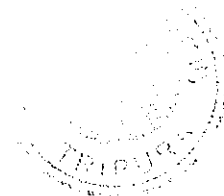
Acceptance and Commencement

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Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Name

Accept & Sign



Personal Data - Consent

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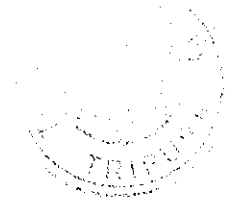
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Head Of Marketing
LearnNex



Accept & Sign



ANNEX 1

Your compensation break-up:

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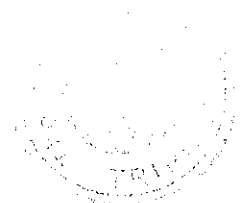
Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Date

Name.....

Accept & Sign



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Date: 24-11-23

Dear Pranab Das,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement

Your appointment date will be effective on your joining date (13-05-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

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Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Name

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Yours sincerely,

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Head Of Marketing
LearnNex

Date

Name

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Date: 24-11-23

Dear Ayantika Bhowmik ,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

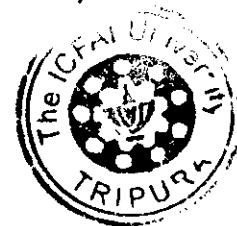
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Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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- Absence from work – Salary will not be paid for periods of unauthorized absence.
- Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which are reasonably consistent with your position.
- Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

Code of Conduct – Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

Confidentiality - In the ordinary course of your employment you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment.

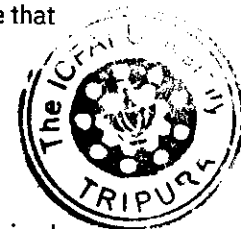
Probation - You will be on probation for a period of 3 months. During the probation your performance shall be reviewed by the Company. At the end of the probationary period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company.

Restriction After Termination of the employment - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a 3-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company,

Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that

- You do not disclose any personal data without prior written approval
- You do not access information that you are not otherwise authorized to view.
- You do not access systems and IT infrastructure that you are not authorized.
- You do not treat personal data carelessly
- You secure all printouts away when not in use. You do not share your passwords to any unauthorized person.



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Termination – By you: During the period of probation, you are required to give the company at least one calendar months' notice in writing. Post that confirmation, you are required to give the company 15 working days' notice in writing. In case the notice period as per terms of employment is not served, pay in lieu of notice period would be deducted from the final settlement dues to the employee.

Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, except articles written with personal opinion. You agree that you will promptly inform the Company about any Intellectual Property you make or are involved in making.

Compensation

We confirm offering annual compensation of INR 5,00,000 (Five Lakhs only) comprising of fixed component of INR 3,00,000 (Three Lakhs only){Will be discuss again after probation}, and variable component of INR 2,00,000 (Two Lakhs only) per annum to you, the details of which would be as per schedule 1.

In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

Probation Period

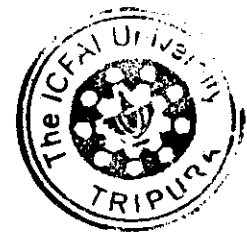
You will be on probation for 104 Days during which your performance will be reviewed, however you are expected to clear the On the Job Training (OJT) in 14 days (UNPAID). Your employment is terminable by giving (48 Hours) notice during the probation period & (30 days) post confirmation. Either party is not bound to give any reason thereof. During the probation period you are eligible for a remuneration of INR 12,000 and INR 12,000 Incentive.

Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Name

Accept & Sign



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Personal Data - Consent

In consideration of being employed by LearnNex

I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

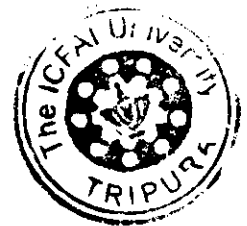
Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex



LearnNex

Accept & Sign



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deduction is a part of CTC.

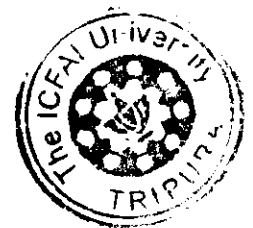
Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Date

Name

Accept & Sign



6289575772



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Date: 24-11-23

Dear Simantini Das,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

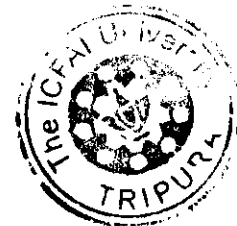
Acceptance and Commencement

Your appointment date will be effective on your joining date (13-05-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below

- Your initial posting will be in Agartala. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
- Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based
- on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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- **Absence from work** – Salary will not be paid for periods of unauthorized absence.
- **Work** - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which are reasonably consistent with your position.
- **Working in Shifts** – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

Code of Conduct – Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

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Probation - You will be on probation for a period of 3 months. During the probation your performance shall be reviewed by the Company. At the end of the probationary period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company.

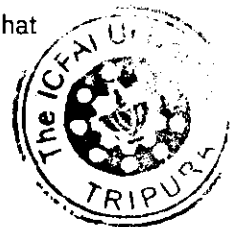
Restriction After Termination of the employment - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a

3-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company,

Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that

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We confirm offering annual compensation of INR 5,00,000 (Five Lakhs only) comprising of fixed component of INR 3,00,000 (Three Lakhs only){Will be discuss again after probation}, and variable component of INR 2,00,000 (Two Lakhs only) per annum to you, the details of which would be as per schedule 1.

In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

Probation Period

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Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Name

Accept & Sign



Personal Data - Consent

In consideration of being employed by LearnNex

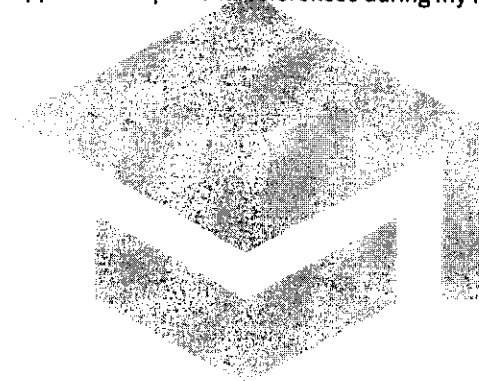
I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

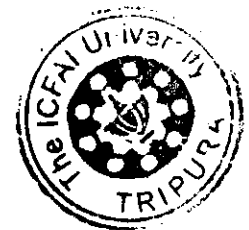
Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex



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LEARNNEX

Accept & Sign



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
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Total CTC	300000

You shall bear the taxes and Statutory Deduction is a part of CTC.

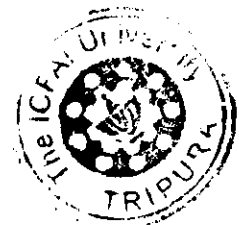
Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Date

Name.....

Accept & Sign



6289575772



hr@learnnex.in



www.learnnex.in

Date: 24-11-23

Dear Subhradeep Sen,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

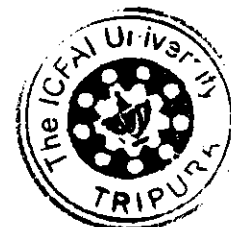
Acceptance and Commencement

Your appointment date will be effective on your joining date (13-05-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

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- Your initial posting will be in Agartala. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
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Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Name

Accept & Sign



Personal Data - Consent

In consideration of being employed by LearnNex

I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

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Rajdeep
Head Of Marketing
LearnNex



LearnNex

Accept & Sign



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deduction is a part of CTC.

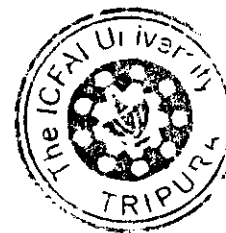
Yours sincerely,

Rajdeep
Head Of Marketing
LearnNex

Date

Name.....

Accept & Sign



6289575772



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www.learnnex.in



UJJIVAN SMALL FINANCE BANK

Build a Better Life Date:

Dear DEBANJAN DEB

Subject: Your Provisional Offer Letter in the Bank's Service

Congratulations on your provisional selection in Ujjivan Small Finance Bank!

Further to the selection process undertaken by the Bank for the position of Executive Trainee- we are pleased to offer you appointment as Management Trainee- subject to the below mentioned terms and conditions apart from other Service Rules and conditions that are applicable or may become applicable from time to time:

Position Offered	Executive Trainee- BRANCH BANKING
Grade	DM-I
Compensation - Annual Fixed Pay (A)	500000
Compensation - Target Variable Pay* (B)	50000
Compensation - Cost to Company CTC (A+B)	450000
Period of Probation (Months)	3 Months (90 Days)
Date within which you should join the service of the Bank	

Target Variable Pay (TVP)*

For Sales Award earning roles, a maximum of up to 150% of yearly fixed pay will be paid every year based on performance. For Performance bonus earning roles, TVP will be 10% of Total CTC.

The position offered is provisional, subject to:

1. You fulfilling all eligibility criteria applicable for the position
2. You being found medically fit,
3. Your appointment is subjected to satisfactory credit history examination, documents supporting your previous employment and education and background verification as applicable

If you are currently in the employment of any organization or you have worked prior to your highest ongoing education

1. You submitting proper relieving letter and no due certificate issued by the current/ previous employer, and
2. Your Universal Account Number ('UAN') with the Employees' Provident Fund Organization compliant with Aadhaar particulars. If your existing UAN is not Aadhaar compliant and you shall not fall under the term Excluded Employee within the meaning of Employees', Provident Fund Scheme, 1952, you should make the UAN Aadhaar complaint before the date of joining.

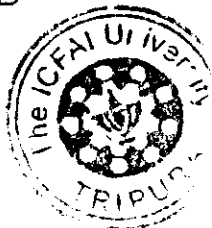
Yours sincerely,
For Ujjivan Small Finance Bank Limited,

Sonia Paul

Regional Manager-Human Resources

Encl: Compensation Breakup
I hereby unconditionally accept the offer and the terms and conditions

Debanjan Deb
Paul
04th Jan, 2024



18002082121

www.ujjivansfb.in

customercare@ujjivan.com



UJJIVAN SMALL FINANCE BANK

Build a Better Life

Compensation Break up			
Earnings		Per month	Per annum
Basic + DA	Basic + DA	16,859.0	2,02,308.0
Allowances	House Rent Allowance	3,372.0	40,464.0
	Conveyance Allowance	-	-
	Special Allowance	13,423.0	1,61,076.0
	Children Education Allowance	-	-
	Vehicle Maintenance	-	-
	Meal Allowance	-	-
	Leave Travel Allowance	-	-
	Telephone Allowance	-	-
Total Earnings (A)		33,854.0	4,03,848.0
Retirement & Other Elements	Employer Contribution to PF	1,800.0	21,600.0
	Employer Contribution to NPS	-	-
	Insurance Premium***	1,235.0	14,820.0
	Gratuity**	811.0	9,732.0
Total Retirement & Other Elements (B)		3,846.0	46,152.0
Total Earnings (A) + Retirement & Other Elements (B)		37,700.0	4,50,000.0
Employee Deduction	Provident Fund	1,800.0	21,600.0
	Meal Allowance Ded	-	-
	Health Insurance Premium Co-Share	300.0	3,600.0
	Total Employee Deduction Excluding Income Tax & Professional Tax (H)		2,100.0
Total (A+B-H)		35,600.0	4,24,800.0



Debanjan Deb

09th Jan, 2024

DECLARATION & UNDERTAKING PURSUANT TO CAMPUS RECRUITMENT PROCESS

TO

Ujjivan Small Finance Bank Ltd ("Bank")
Corporate Office: Garden Garden, No.27, 3rd 'A' Cross,
18th Main, Koramangala, 6th Block, Bangalore 560095

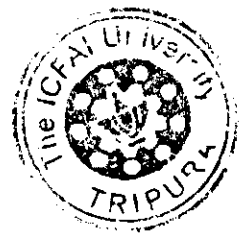
Nebarjan Deb student of the ICFAI UNIVERSITY Tripura (College/University)
pursuing MBA course hereby agree and undertake as below with reference to my
selection in the campus recruitment process of the Bank:

1. My appointment is subject to satisfactory credit history examination, documents supporting previous employment, education and background verification as applicable
2. I understand that my services with the Bank upon joining will be discontinued if I fail to pass/complete the abovementioned course and relevant examinations in the 1st attempt.
3. I undertake to submit to the Bank the provisional degree certificate/mark sheets/degree certificate within six (6) months from the date of joining the services of the Bank, failing which my services with Bank may be discontinued.
4. All benefits applicable for the position shall be governed by the guidelines issued by Ujjivan Small Finance Bank Ltd. ('Bank') from time to time. The Bank may vary, modify or amend the guidelines from time to time and give notice thereof to the employees.

Name & Signature of the Student:

Nebarjan Deb
Deb

Date: 08th Jan 2024





UJJIVAN SMALL FINANCE BANK

Build a Better Life

Date:

Dear **DIPESH DAS**

Subject: Your Provisional Offer Letter in the Bank's Service

Congratulations on your provisional selection in Ujjivan Small Finance Bank!

Further to the selection process undertaken by the Bank for the position of Executive Trainee- we are pleased to offer you appointment as Management Trainee- subject to the below mentioned terms and conditions apart from other Service Rules and conditions that are applicable or may become applicable from time to time:

Position Offered	Executive Trainee- MICRO DANKIN 5L
Grade	DM-I
Compensation - Annual Fixed Pay (A)	500000
Compensation - Target Variable Pay* (B)	50000
Compensation - Cost to Company CTC (A+B)	450000
Period of Probation (Months)	3 Months (90 Days)
Date within which you should join the service of the Bank	

Target Variable Pay (TVP)*

For Sales Award earning roles, a maximum of up to 150% of yearly fixed pay will be paid every year based on performance. For Performance bonus earning roles, TVP will be 10% of Total CTC.

The position offered is provisional, subject to:

1. You fulfilling all eligibility criteria applicable for the position
2. You being found medically fit,
3. **Your appointment is subjected to satisfactory credit history examination, documents supporting your previous employment and education and background verification as applicable**

If you are currently in the employment of any organization or you have worked prior to your highest ongoing education

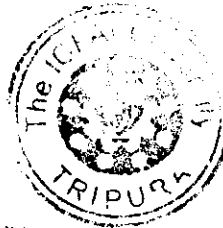
1. You submitting proper relieving letter and no due certificate issued by the current/ previous employer, and
2. Your Universal Account Number ('UAN') with the Employees' Provident Fund Organization compliant with Aadhaar particulars. If your existing UAN is not Aadhaar compliant and you shall not fall under the term Excluded Employee within the meaning of Employees' Provident Fund Scheme, 1952, you should make the UAN Aadhaar complaint before the date of joining.

Yours sincerely,
For Ujjivan Small Finance Bank Limited,

Sonia Paul

Regional Manager-Human Resources

Encl: Compensation Breakup
I hereby unconditionally accept the offer and the terms and conditions



Dipesh Das

4/11/2024

18002082121

www.ujjivansfb.in

customercare@ujjivan.com

DECLARATION & UNDERTAKING PURSUANT TO CAMPUS RECRUITMENT PROCESS

TO

Ujjivan Small Finance Bank Ltd ("Bank")

Corporate Office: Garden Garden, No.27, 3rd 'A' Cross,
18th Main, Koramangala, 6th Block, Bangalore 560095

I Dipesh Das student of The DCFAD UNIVERSITY TRIPURA (College/University)
pursuing M.B.A course hereby agree and undertake as below with reference to my
selection in the campus recruitment process of the Bank:

1. My appointment is subject to satisfactory credit history examination, documents supporting previous employment, education and background verification as applicable
2. I understand that my services with the Bank upon joining will be discontinued if I fail to pass/complete the abovementioned course and relevant examinations in the 1st attempt.
3. I undertake to submit to the Bank the provisional degree certificate/mark sheets/degree certificate within six (6) months from the date of joining the services of the Bank, failing which my services with Bank may be discontinued.
4. All benefits applicable for the position shall be governed by the guidelines issued by Ujjivan Small Finance Bank Ltd. ('Bank') from time to time. The Bank may vary, modify or amend the guidelines from time to time and give notice thereof to the employees.

Name & Signature of the Student:

Dipesh Das
[Signature]

Date: 8/11/2024



Arnab Chakraborty <arnabchakraborty@iutripura.edu.in>

Fwd: Offer Of Employment - Suraj Paul | Asian Paints

Sanjib Chakraborty <sanjibchakraborty@iutripura.edu.in>
To: Arnab Chakraborty <arnabchakraborty@iutripura.edu.in>

Mon, Dec 23, 2024 at 3:08 PM

With Warm Regards

Sanjib Chakraborty
Placement In-charge
Career Development Centre



Kamalghat, Mohanpur
Pin-799210

Mobile: 9612640381

Office :+91381- 286-5751

Room No- 231. Ext: 805

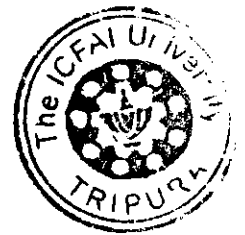
Linkedin : [linkedin.com/in/sanjib-chakraborty](https://www.linkedin.com/in/sanjib-chakraborty)

----- Forwarded message -----

From: **Suraj Paul** <sp7038005@gmail.com>
Date: Sat, May 25, 2024 at 2:35 PM
Subject: Fwd: Offer Of Employment - Suraj Paul | Asian Paints
To: <sanjibchakraborty@iutripura.edu.in>

----- Forwarded message -----

From: **Kaustav Banik** <kaustav.banik@asianpaints.com>
Date: Sat, 25 May 2024, 13:28
Subject: Offer Of Employment - Suraj Paul | Asian Paints
To: sp7038005@gmail.com <sp7038005@gmail.com>
Cc: Shreyan Gupta <shreyan.gupta@asianpaints.com>, Nidhi Tripathi <nidhi.tripathi@asianpaints.com>



Dear Concerned,

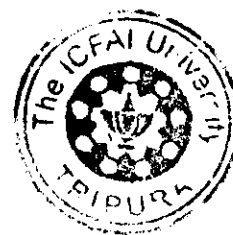
We are pleased to make you an offer for the position of **EXECUTIVE I – RETAIL SALES** in our organization. You are requested to confirm the acceptance of the offer to us as a **reply to this mail by 20-Apr-2024** post which this offer of appointment shall be treated as withdrawn.

Please find below the details of the offer:

Location: **Guwahati**

Date of Joining: **23-May-24**

Headings	Amount (INR)
Basic	21000
HRA *	10000
Interim Allowance	2000
Education Allowance	200
Consolidated Allowance	920
Conveyance Allowance	24200
Monthly Gross	58320
Gratuity	1010
Employer's contribution towards PF	2520
CTC per month	61850
LTA (per annum)	8000
Bonus (per annum)	38000
CTC per Annum	788200



Please Note:

- The detailed terms and conditions of your employment and compensation will be given in the appointment letter which will be sent to you close to the joining date.
- Your appointment to the services of the company is subject to **medical fitness** as certified by the company's Medical Consultant or any other doctor nominated by the company.
- Your appointment is also subject to clearing of **background verification** process done by our vendor (**Hello Verify**).
- You would need to get a **Pre-employment medical check-up** completed which will be scheduled by us with our vendor (**Health Meter**) at their medical centre nearest to you.
- Please do not proceed with any communication in your current organisation till we give a confirmation on mail post the medicals.

- In case you fail to join us by the above mentioned DOJ, this offer shall be automatically treated as withdrawn.

In case of any query/clarification required, feel free to reach out to us.

Regards,

Kaustav Banik | 8697319536

Business HR – East Division

For any queries regarding IT Issues, pls mail @ adhelphdesk@asianpaints.com

For any queries regarding Attendance / Fuel claims @ salesattendance@asianpaints.com

For any queries regarding Process Portals / reimbursement claims @ ssc.employeehelpdesk@asianpaints.com

For any queries regarding employee Portals / Form 16/ Salary Issue, pls mail @ samparkhelpdesk@asianpaints.com

For our email disclaimer please visit <https://www.asianpaints.com/disclaimer.html#email>

3 attachments

 **asianpaints** image001.png
18K

 **asianpaints** image001.png
18K

 **Joining Policy for S&M Executive.pdf**
127K



Joining Policy for S&M Executive:

1. **Hotel Stay:** Hotel stay will be provided to employees joining from cities other than their HQ town* for the initial 10 days, starting from one day prior to the date of joining. Grade-wise Hotel limits for single occupancy are listed below. All amounts need to be supported by original bills.

Hotel Limits (Excluding taxes)		
Grade	Metro	Non-Metro
Senior Executive	4600	2800
Executive I/II/IIA	4000	2500
Executive N	3000	1900

* HQ Town- These are classified as towns where a particular executive is posted

The city classification has been done into the following:

City Classification	
Metro	Mumbai (including Vashi, Panvel, Kalyan, Thane, Taloja, Turbhe etc.), Delhi, Gurgaon, Noida, Ghaziabad, Faridabad, Bangalore, Chennai, Kolkata, Hyderabad
Non – Metro	All other cities

2. **Additional allowance (Per Day):** This allowance will cover expenses incurred on local travel, laundry and meals for initial 10 days stay in hotel.

Additional allowance (Per Day)	Executive N	Executive I/II/IIA	Senior Executive
Metro	750	1250	1350
Non-Metro	650	1050	1150

This allowance is payable for each day beginning from the start of the initial 10 days stay in the HQ town.

On the last day of the stay, after the last 24-hour period ends, the additional allowance payable will be:

Time	Additional allowance payable
Over 12 hours but less than 24 hours	100% of additional allowance



Over 4 hours but less than 12 hours	50% of additional allowance
Less than 4 hours	Zero additional allowance

The amount at the end of the hotel stay is to be paid by you, which you can later claim by submitting the bills on the process portal within 60 days from the end of hotel stay. In case of reimbursements pertaining to the month of March, the Reimbursement Claims should be made in the month of March itself.



Date : 18-March-24

Name : RAJASREE SONAR

Address: GURKHABASTI, AIRPORT ROAD, AGARTALA, TRIPURA, PIN -799006

SUB: OFFER LETTER

Dear Ms. Rajasree,

*This is further to the discussion you had with us. We are pleased to offer you an appointment for the post of **Branch Manager** at our **Agartala Region**.*

*As mutually agreed, we will offer you an annual CTC of **Rs 3,50,000**. (Rs. Three Lakh Fifty-Thousand rupees only) per annum. Kindly find Detailed Structure enclosed herewith as Annexure – 'A'.*

*You are requested to join us as early as possible as but not later than **02-May-24**. You should bring following documents at the time of joining as given below. In case you fail to join on the appended date without informing the concerned authority, your offer will stand null and void on the mentioned date of joining.*

You are requested to confirm the acceptance of the offer. This offer for employment is subject to satisfactory background verification check which will be conducted by an appointed external agency/ Equifax. Any negative report/ Non-compliance may lead to withholding of salary and / or cessation of employment”.

1. 10th,12th & Other education mark sheet & certificate (As per CV)
2. Photo passport size (8)
3. Driving license
4. ID Proof - Voter or Aadhar card
5. Address Proof- Voter/Aadhar card/Passport
6. PAN card and Bank Account Proof
7. Reliving / NOC certificate from previous employer (If Applicable)
8. Last salary slip / certificate
9. Blood Group

We look forward to having mutually beneficial association with you.

Thanking you,

Yours faithfully,

For SATIN CREDITCARE NETWORK LIMITED

Awishek Choudhury

Authorized Signatory



Annexure "A"
Remuneration Structure

In continuation of your offer for the position of **BRANCH MANAGER, ASSISTANT MANAGER.**
Your remuneration shall be as follows: -

	OPERATIONS	
	BRANCH MANAGER	
	ASSISTANT MANAGER	
	TRIPURA	
	₹ 350,000	
"Annexure A"		
Salary Structure		
Basic	15100	181200
HRA	2265	27180
Conveyance	3000	36000
LTA	1000	12000
Bonus	3020	36240
Spl. Allow.	2982	35780
Total	27367	328400
EPF (ER)	1800	21600
-	0	0
Total Fixed CTC	29167	350000

EPF (EMP)	1800	21600
Mediclaime	850	10200
-	-	-

	₹ 24,717
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- You shall be entitled for mobile reimbursement as per Standing Order & Service Rules
- You shall also be entitled for Group Personal Accident Insurance as per Standing Order & Service Rules
- You shall also be entitled for Group Life Term Insurance as per Standing Order & Service Rules

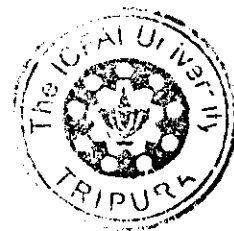
For Satin Creditcare Network Limited

Avishek Choudhury

(Authorised Signatory)

Name of Employee :

Signature of Employee :



Date : 18-March-24
Name : SUMAN SHIL SHARMA
Address: SOUTH SONAI CHARI, BELONIA SOUTH TRIPURA

SUB: OFFER LETTER

Dear Mr. Suman,

This is further to the discussion you had with us. We are pleased to offer you an appointment for the post of **Branch Manager** at our **Agartala Region**.

As mutually agreed, we will offer you an annual CTC of **Rs 3,50,000**. (Rs. Three Lakh Fifty-Thousand rupees only) per annum. Kindly find Detailed Structure enclosed herewith as Annexure – 'A'.

You are requested to join us as early as possible as but not later than **02-May-24**. You should bring following documents at the time of joining as given below. In case you fail to join on the appended date without informing the concerned authority, your offer will stand null and void on the mentioned date of joining.

You are requested to confirm the acceptance of the offer. This offer for employment is subject to satisfactory background verification check which will be conducted by an appointed external agency/ Equifax. Any negative report/ Non-compliance may lead to withholding of salary and / or cessation of employment”.

1. 10th,12th & Other education mark sheet & certificate (As per CV)
2. Photo passport size (8)
3. Driving license
4. ID Proof - Voter or Aadhar card
5. Address Proof- Voter/Aadhar card/Passport
6. PAN card and Bank Account Proof
7. Reliving / NOC certificate from previous employer (If Applicable)
8. Last salary slip / certificate
9. Blood Group

We look forward to having mutually beneficial association with you.

Thanking you,

Yours faithfully,

For SATIN CREDITCARE NETWORK LIMITED

Avishek Choudhury

Authorized Signatory



Annexure "A"
Remuneration Structure

In continuation of your offer for the position of **BRANCH MANAGER, ASSISTANT MANAGER.**
Your remuneration shall be as follows: -

	OPERATIONS	
	BRANCH MANAGER	
	ASSISTANT MANAGER	
	TRIPURA	
	₹ 350,000	
"Annexure A"		
Salary Structure		
Basic	15100	181200
HRA	2265	27180
Conveyance	3000	36000
LTA	1000	12000
Bonus	3020	36240
Spl. Allow.	2982	35780
Total	27367	328400
EPF (ER)	1800	21600
-	0	0
Total Fixed CTC	29167	350000

EPF (EMP)	1800	21600
Mediclaime	850	10200
-	-	-

	₹ 24,717
--	-----------------

- You shall be entitled for mobile reimbursement as per Standing Order & Service Rules
- You shall also be entitled for Group Personal Accident Insurance as per Standing Order & Service Rules
- You shall also be entitled for Group Life Term Insurance as per Standing Order & Service Rules

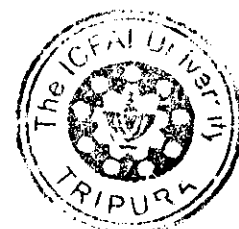
For Satin Creditcare Network Limited

Avishkek Choudhury

(Authorised Signatory)

Name of Employee :

Signature of Employee :



Date : 18-March-24
Name : BINEETA PAUL
Address: DHALESWAR RD-7, AGARTALA, TRIPURA (W)

SUB: OFFER LETTER

Dear Ms. Bineeta,

This is further to the discussion you had with us. We are pleased to offer you an appointment for the post of **Branch Manager** at our **Agartala Region**.

As mutually agreed, we will offer you an annual CTC of **Rs 3,50,000**. (Rs. Three Lakh Fifty-Thousand rupees only) per annum. Kindly find Detailed Structure enclosed herewith as Annexure – 'A'.

You are requested to join us as early as possible as but not later than **02-May-24**. You should bring following documents at the time of joining as given below. In case you fail to join on the appended date without informing the concerned authority, your offer will stand null and void on the mentioned date of joining.

You are requested to confirm the acceptance of the offer. This offer for employment is subject to satisfactory background verification check which will be conducted by an appointed external agency/ Equifax. Any negative report/ Non-compliance may lead to withholding of salary and / or cessation of employment”.

1. 10th,12th & Other education mark sheet & certificate (As per CV)
2. Photo passport size (8)
3. Driving license
4. ID Proof - Voter or Aadhar card
5. Address Proof- Voter/Aadhar card/Passport
6. PAN card and Bank Account Proof
7. Reliving / NOC certificate from previous employer (If Applicable)
8. Last salary slip / certificate
9. Blood Group

We look forward to having mutually beneficial association with you.

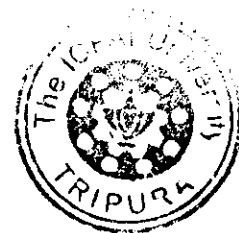
Thanking you,

Yours faithfully,

For SATIN CREDITCARE NETWORK LIMITED

Avishkek Choudhury

Authorized Signatory



Annexure "A"
Remuneration Structure

In continuation of your offer for the position of **BRANCH MANAGER, ASSISTANT MANAGER.**
Your remuneration shall be as follows: -

	OPERATIONS	
	BRANCH MANAGER	
	ASSISTANT MANAGER	
	TRIPURA	
	₹ 350,000	
"Annexure A"		
Salary Structure		
Basic	15100	181200
HRA	2265	27180
Conveyance	3000	36000
LTA	1000	12000
Bonus	3020	36240
Spl. Allow.	2982	35780
Total	27367	328400
EPF (ER)	1800	21600
-	0	0
Total Fixed CTC	29167	350000

EPF (EMP)	1800	21600
Mediclam	850	10200
-	-	-

	₹ 24,717
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- You shall be entitled for mobile reimbursement as per Standing Order & Service Rules
- You shall also be entitled for Group Personal Accident Insurance as per Standing Order & Service Rules
- You shall also be entitled for Group Life Term Insurance as per Standing Order & Service Rules

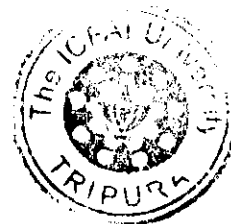
For Satin Creditcare Network Limited

Avishek Choudhury

(Authorised Signatory)

Name of Employee :

Signature of Employee :



Date: 29-03-2024

Dear Suheal,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

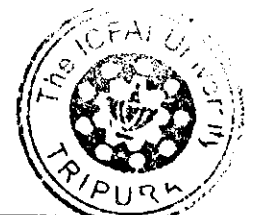
Acceptance and Commencement:

Your appointment date will be effective on your joining date (17-04-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below:

- Your initial posting will be remote. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
- Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



9366154935



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- Leaves – As an organization we follow 1st Jan to 31st Dec calendar. As an employee, you will be eligible for 5 Festival Leaves, 3 National Holidays. In addition, you will be eligible for 1.5 Days Medical and 1.5 Days Casual leaves per month.
- Absence from work – Salary will not be paid for periods of unauthorized absence.
- Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which are reasonably consistent with your position.
- Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

Code of Conduct: Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

Confidentiality: In the ordinary course of your employment you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment.

Probation: You will be on probation for a period of 3 months. During the probation your performance shall be reviewed by the Company. At the end of the probationary period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company. Restriction After Termination of the employment - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a 6-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

Intellectual Property: You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that:

- You do not disclose any personal data without prior written approval
- You do not access information that you are not otherwise authorized to view.
- You do not access systems and IT infrastructure that you are not authorized.
- You do not treat personal data carelessly
- You secure all printouts away when not in use. You do not share your passwords to any unauthorized person.



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Termination – By you: During the period of your employment, you are required to give the company at least one calendar months' notice in writing. Post that confirmation, you are required to give the company 15 working days' notice in writing. In case the notice period as per terms of employment is not served, you'll have a penalty of 12,000 INR.

Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, except articles written with personal opinion. You agree that you will promptly inform the Company about any Intellectual Property you make or are involved in making.

Compensation:

We confirm offering annual compensation of INR 5,00,000 (Five Lakhs only) comprising of fixed component of INR 3,00,000 (Three Lakh only){Will be discuss again after probation}, and variable component of INR 2,0,000 (Two Lakh only) per annum to you, the details of which would be as per schedule 1. In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

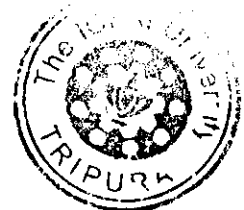
Probation Period:

You will be on probation for 100 Days during which your performance will be reviewed, however you are expected to clear the On the Job Training (OJT) in 10 days (UNPAID). Your employment is terminable by giving (48 Hours) notice during the probation period & (30 days) post confirmation. Either party is not bound to give any reason thereof. During the probation period you are eligible for a remuneration of INR 12,000 and incentive upto INR 12,000 per month.

Yours sincerely,
Aditya Kumar Das
Head Of Sales
LearnNex

Name

Accept & Sign



9366154935



hr@learnnex.in



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Personal Data - Consent

In consideration of being employed by LearnNex

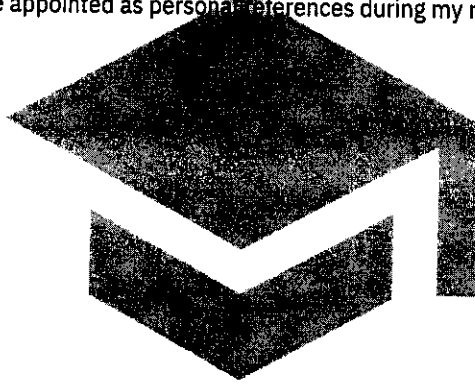
I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex



Name

LearnNex

Accept & Sign

Your Launchpad to Tech Stardom!



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deductions based on CTC.

Yours sincerely,

LearnNex

Your Launchpad to Tech Stardom!

Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

Accept & Sign



9366154935



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www.learnnex.in

Date: 29-03-2024

Dear Mani ,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

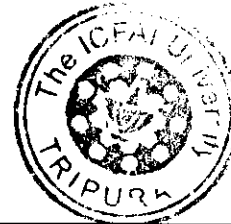
Acceptance and Commencement:

Your appointment date will be effective on your joining date (17-04-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below:

- Your initial posting will be remote. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
- Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



9366154935



hr@learnnex.in



www.learnnex.in

- Leaves – As an organization we follow 1st Jan to 31st Dec calendar. As an employee, you will be eligible for 5 Festival Leaves, 3 National Holidays. In addition, you will be eligible for 1.5 Days Medical and 1.5 Days Casual leaves per month.
- Absence from work – Salary will not be paid for periods of unauthorized absence.
- Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which are reasonably consistent with your position.
- Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

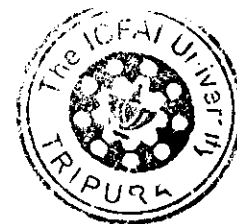
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Confidentiality: In the ordinary course of your employment you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment.

Probation: You will be on probation for a period of 3 months. During the probation your performance shall be reviewed by the Company. At the end of the probationary period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company. Restriction After Termination of the employment - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a 6-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

Intellectual Property: You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that:

- You do not disclose any personal data without prior written approval
- You do not access information that you are not otherwise authorized to view.
- You do not access systems and IT infrastructure that you are not authorized.
- You do not treat personal data carelessly
- You secure all printouts away when not in use. You do not share your passwords to any unauthorized person.



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Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, except articles written with personal opinion. You agree that you will promptly inform the Company about any Intellectual Property you make or are involved in making.

Compensation:

We confirm offering annual compensation of INR 5,00,000 (Five Lakhs only) comprising of fixed component of INR 3,00,000 (Three Lakh only){Will be discuss again after probation}, and variable component of INR 2,0,000 (Two Lakh only) per annum to you, the details of which would be as per schedule 1. In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

Probation Period:

You will be on probation for 100 Days during which your performance will be reviewed, however you are expected to clear the On the Job Training (OJT) in 10 days (UNPAID). Your employment is terminable by giving (48 Hours) notice during the probation period & (30 days) post confirmation. Either party is not bound to give any reason thereof. During the probation period you are eligible for a remuneration of INR 12,000 and incentive upto INR 12,000 per month.

Yours sincerely,
Aditya Kumar Das
Head Of Sales
LearnNex

Name

Accept & Sign



Personal Data - Consent

In consideration of being employed by LearnNex

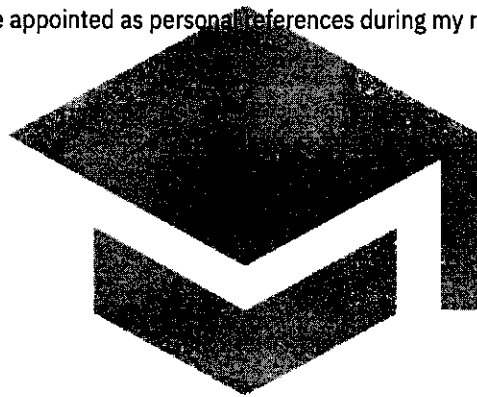
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In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex

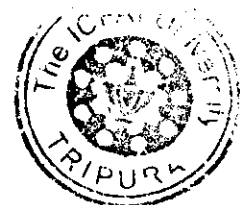


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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total	300000

You shall bear the taxes and Statutory Deduction (if any) on CTC.

Yours sincerely,

LearnNex

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Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

Accept & Sign



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Date: 29-03-2024

Dear Puja,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement:

Your appointment date will be effective on your joining date (17-04-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below:

- Your initial posting will be remote. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
- Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based
- on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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Probation Period:

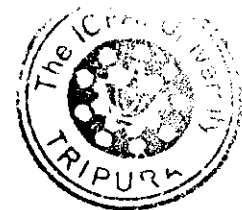
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Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex

Name

Accept & Sign



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Personal Data - Consent

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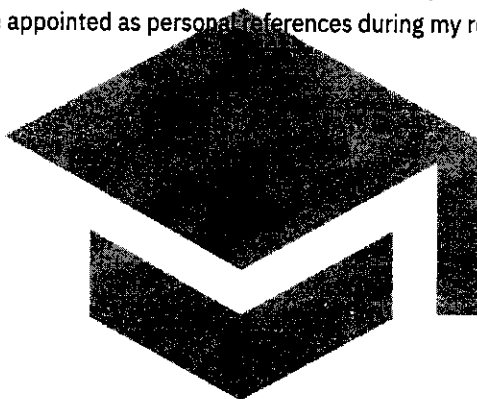
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In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deductions based on CTC.

Yours sincerely,

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Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

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Date: 29-03-2024

Dear Moumita ,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

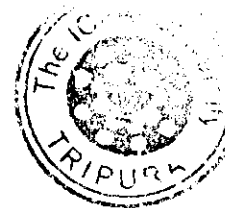
Acceptance and Commencement:

Your appointment date will be effective on your joining date (17-04-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

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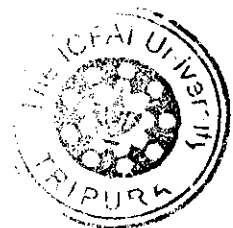
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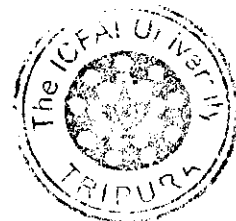
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Yours sincerely,
Aditya Kumar Das
Head Of Sales
LearnNex

Name

Accept & Sign



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Personal Data - Consent

In consideration of being employed by LearnNex

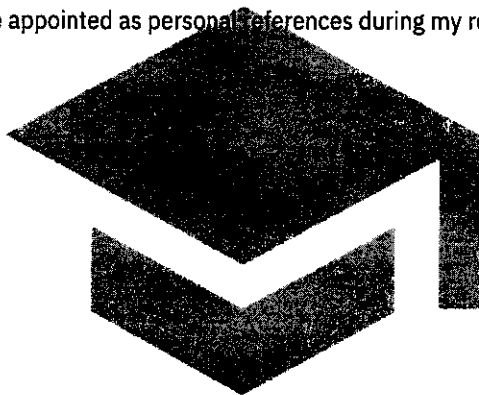
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Head Of Sales
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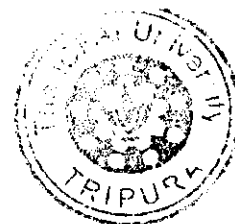


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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
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Yours sincerely,

LearnNex

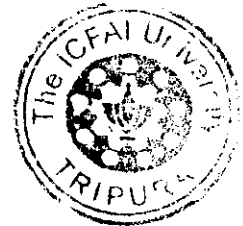
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Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

Accept & Sign



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Date: 29-03-2024

Dear Sayandeep,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement:

Your appointment date will be effective on your joining date (17-04-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below:

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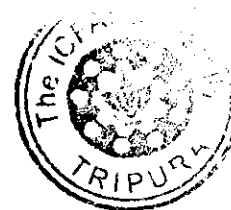
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Yours sincerely,
Aditya Kumar Das
Head Of Sales
LearnNex

Name

Accept & Sign



Personal Data - Consent

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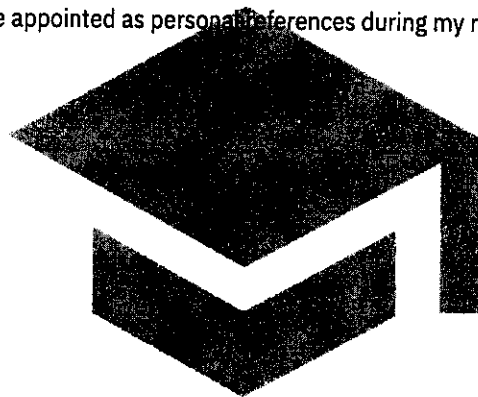
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Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

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Conveyance Allowance	21000
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Yours sincerely,

LearnNex

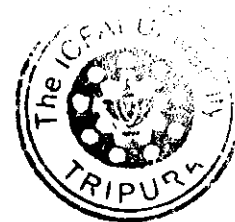
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Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

Accept & Sign



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Date: 29-03-2024

Dear Sanjana,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

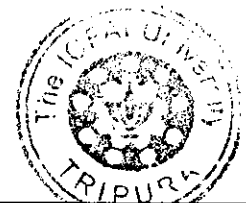
Acceptance and Commencement:

Your appointment date will be effective on your joining date (17-04-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below:-

- Your initial posting will be remote. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
- Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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- **Leaves** – As an organization we follow 1st Jan to 31st Dec calendar. As an employee, you will be eligible for 5 Festival Leaves, 3 National Holidays. In addition, you will be eligible for 1.5 Days Medical and 1.5 Days Casual leaves per month.
- **Absence from work** – Salary will not be paid for periods of unauthorized absence.
- **Work** - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which are reasonably consistent with your position.
- **Working in Shifts** – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

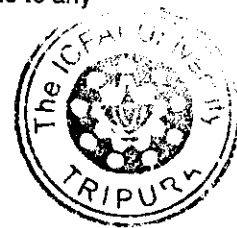
Code of Conduct: Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

Confidentiality: In the ordinary course of your employment you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment.

Probation: You will be on probation for a period of 3 months. During the probation your performance shall be reviewed by the Company. At the end of the probationary period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company. **Restriction After Termination of the employment** - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a 6-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

Intellectual Property: You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, **Data Protection** – Ensuring the protection of our data is a requirement of the job. You shall ensure that:

- You do not disclose any personal data without prior written approval
- You do not access information that you are not otherwise authorized to view.
- You do not access systems and IT infrastructure that you are not authorized.
- You do not treat personal data carelessly
- You secure all printouts away when not in use. You do not share your passwords to any unauthorized person.



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Termination – By you: During the period of your employment, you are required to give the company at least one calendar months' notice in writing. Post that confirmation, you are required to give the company 15 working days' notice in writing. In case the notice period as per terms of employment is not served, you'll have a penalty of 12,000 INR.

Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, except articles written with personal opinion. You agree that you will promptly inform the Company about any Intellectual Property you make or are involved in making.

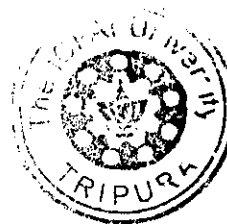
Compensation:

We confirm offering annual compensation of INR 5,00,000 (Five Lakhs only) comprising of fixed component of INR 3,00,000 (Three Lakh only){Will be discuss again after probation}, and variable component of INR 2,0,000 (Two Lakh only) per annum to you, the details of which would be as per schedule 1. In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

Probation Period:

You will be on probation for 100 Days during which your performance will be reviewed, however you are expected to clear the On the Job Training (OJT) in 10 days (UNPAID). Your employment is terminable by giving (48 Hours) notice during the probation period & (30 days) post confirmation. Either party is not bound to give any reason thereof. During the probation period you are eligible for a remuneration of INR 12,000 and incentive upto INR 12,000 per month.

Yours sincerely,
Aditya Kumar Das
Head Of Sales
LearnNex



Name

Accept & Sign



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Personal Data - Consent

In consideration of being employed by LearnNex

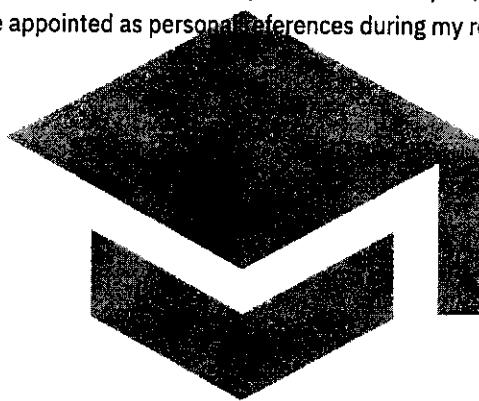
I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex

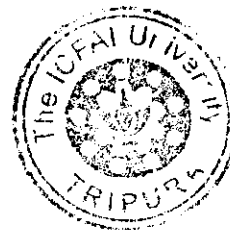


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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deduction is a part of CTC.

Yours sincerely,

LearnNex

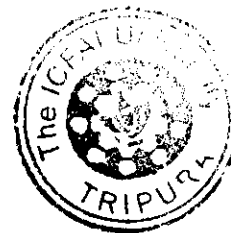
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Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

Accept & Sign



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Date: 29-03-2024

Dear Pompi,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

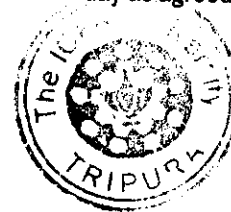
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Probation: You will be on probation for a period of 3 months. During the probation your performance shall be reviewed by the Company. At the end of the probationary period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company. Restriction After Termination of the employment - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a 6-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

Intellectual Property: You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that:

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Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex



Name

Accept & Sign



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Personal Data - Consent

In consideration of being employed by LearnNex

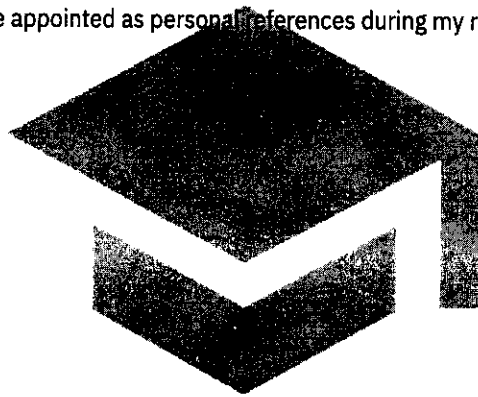
I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex

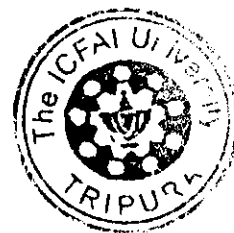


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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
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Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deduction for Salary etc.

Yours sincerely,

LearnNex

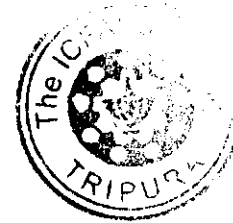
Your Launchpad to Tech Stardom!

Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

Accept & Sign



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Date: 29-03-2024

Dear Elija,

Apropos to your application for the post of “Business Development Associate” and subsequent to our discussions we are pleased to offer you the position of “Business Development Associate” Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

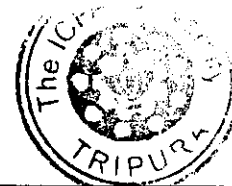
Acceptance and Commencement:

Your appointment date will be effective on your joining date (17-04-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

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Termination – By you: During the period of your employment, you are required to give the company at least one calendar months' notice in writing. Post that confirmation, you are required to give the company 15 working days' notice in writing. In case the notice period as per terms of employment is not served, you'll have a penalty of 12,000 INR.

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Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex

Name

Accept & Sign



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Personal Data - Consent

In consideration of being employed by LearnNex

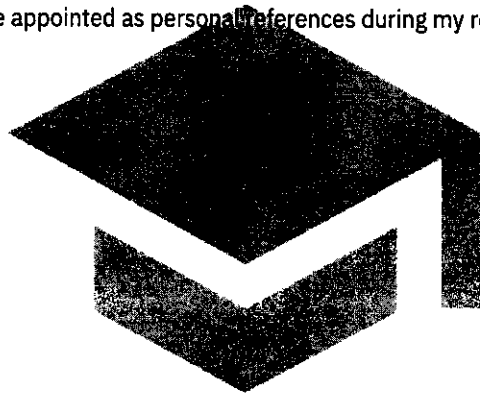
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LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex

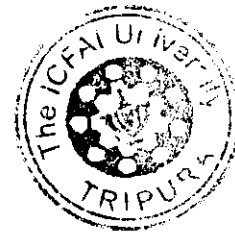


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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
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Total CTC	300000

You shall bear the taxes and Statutory Deductions on CTC.

Yours sincerely,

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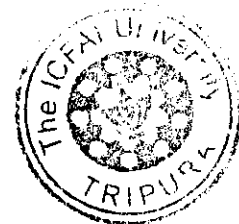
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Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

Accept & Sign



9366154935



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www.learnnex.in

Date: 29-03-2024

Dear Sanket,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

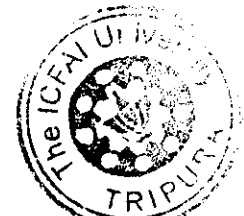
Acceptance and Commencement:

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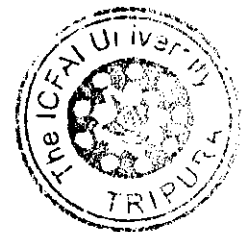
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Probation: You will be on probation for a period of 3 months. During the probation your performance shall be reviewed by the Company. At the end of the probationary period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company. Restriction After Termination of the employment - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a 6-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

Intellectual Property: You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that:

- You do not disclose any personal data without prior written approval
- You do not access information that you are not otherwise authorized to view.
- You do not access systems and IT infrastructure that you are not authorized.
- You do not treat personal data carelessly
- You secure all printouts away when not in use. You do not share your passwords to any unauthorized person.



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Termination – By you: During the period of your employment, you are required to give the company at least one calendar months' notice in writing. Post that confirmation, you are required to give the company 15 working days' notice in writing. In case the notice period as per terms of employment is not served, you'll have a penalty of 12,000 INR.

Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, except articles written with personal opinion. You agree that you will promptly inform the Company about any Intellectual Property you make or are involved in making.

Compensation:

We confirm offering annual compensation of INR 5,00,000 (Five Lakhs only) comprising of fixed component of INR 3,00,000 (Three Lakh only){Will be discuss again after probation}, and variable component of INR 2,0,000 (Two Lakh only) per annum to you, the details of which would be as per schedule 1. In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

Probation Period:

You will be on probation for 100 Days during which your performance will be reviewed, however you are expected to clear the On the Job Training (OJT) in 10 days (UNPAID). Your employment is terminable by giving (48 Hours) notice during the probation period & (30 days) post confirmation. Either party is not bound to give any reason thereof. During the probation period you are eligible for a remuneration of INR 12,000 and incentive upto INR 12,000 per month.

Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex

Name

Accept & Sign



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Personal Data - Consent

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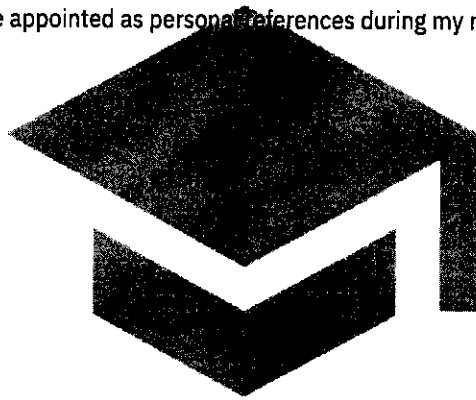
I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total	300000

You shall bear the taxes and Statutory Deductions on CTC.

Yours sincerely,

LearnNex

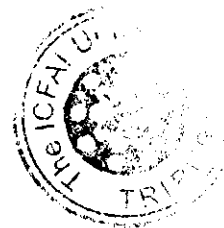
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Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

Accept & Sign



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Date: 29-03-2024

Dear Baishakhi,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

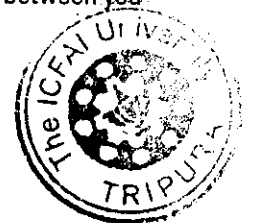
Acceptance and Commencement:

Your appointment date will be effective on your joining date (17-04-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below:

- Your initial posting will be remote. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
- Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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- Leaves – As an organization we follow 1st Jan to 31st Dec calendar. As an employee, you will be eligible for 5 Festival Leaves, 3 National Holidays. In addition, you will be eligible for 1.5 Days Medical and 1.5 Days Casual leaves per month.
- Absence from work – Salary will not be paid for periods of unauthorized absence.
- Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which are reasonably consistent with your position.
- Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

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You will be on probation for 100 Days during which your performance will be reviewed, however you are expected to clear the On the Job Training (OJT) in 10 days (UNPAID). Your employment is terminable by giving (48 Hours) notice during the probation period & (30 days) post confirmation. Either party is not bound to give any reason thereof. During the probation period you are eligible for a remuneration of INR 12,000 and incentive upto INR 12,000 per month.

Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex

Name

Accept & Sign



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Personal Data - Consent

In consideration of being employed by LearnNex

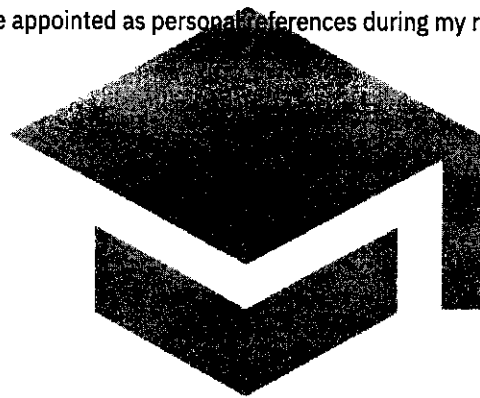
I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deduction from your CTC.

Yours sincerely,

LearnNex

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Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

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Date: 29-03-2024

Dear Dipanjali,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement:

Your appointment date will be effective on your joining date (17-04-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below:

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- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based
- on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

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Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex



Name

Accept & Sign



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Personal Data - Consent

In consideration of being employed by LearnNex

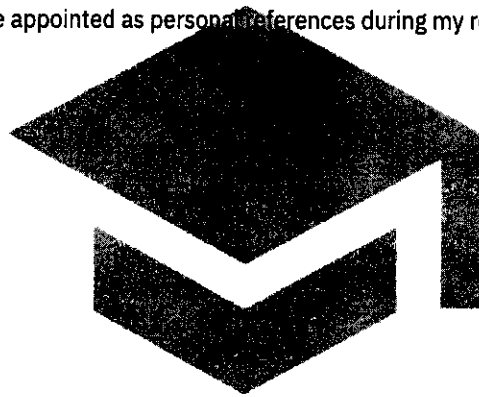
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Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deductions (PF, Gratuity, etc.).

Yours sincerely,

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Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

Accept & Sign



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Date: 29-03-2024

Dear Sabnam,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

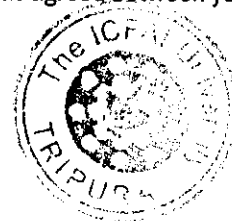
Acceptance and Commencement:

Your appointment date will be effective on your joining date (17-04-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

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- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
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- on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

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Yours sincerely,
Aditya Kumar Das
Head Of Sales
LearnNex



Name

Accept & Sign



Personal Data - Consent

In consideration of being employed by LearnNex

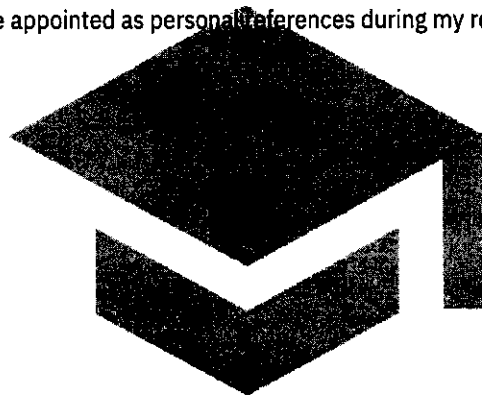
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Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex



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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

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Total CTC	300000

You shall bear the taxes and Statutory Deductions on CTC.

Yours sincerely,

LearnNex

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Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

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Date: 29-03-2024

Dear Rajasree,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement:

Your appointment date will be effective on your joining date (17-04-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

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- Leaves – As an organization we follow 1st Jan to 31st Dec calendar. As an employee, you will be eligible for 5 Festival Leaves, 3 National Holidays. In addition, you will be eligible for 1.5 Days Medical and 1.5 Days Casual leaves per month.
- Absence from work – Salary will not be paid for periods of unauthorized absence.
- Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which are reasonably consistent with your position.
- Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

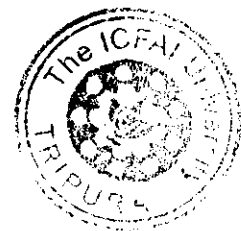
Code of Conduct: Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

Confidentiality: In the ordinary course of your employment you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment.

Probation: You will be on probation for a period of 3 months. During the probation your performance shall be reviewed by the Company. At the end of the probationary period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company. Restriction After Termination of the employment - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the employment. To protect the interests of the Company you are bound by a 6-month non-solicitation clause wherein you will not entice or solicit or assist another person of the firm.

Intellectual Property: You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that:

- You do not disclose any personal data without prior written approval
- You do not access information that you are not otherwise authorized to view.
- You do not access systems and IT infrastructure that you are not authorized.
- You do not treat personal data carelessly
- You secure all printouts away when not in use. You do not share your passwords to any unauthorized person.



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Termination – By you: During the period of your employment, you are required to give the company at least one calendar months' notice in writing. Post that confirmation, you are required to give the company 15 working days' notice in writing. In case the notice period as per terms of employment is not served, you'll have a penalty of 12,000 INR.

Termination – By Company: Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to 1 month from the company or pay in lieu of notice period. During OJT period, company has full right for termination at any time.

Intellectual Property - You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, except articles written with personal opinion. You agree that you will promptly inform the Company about any Intellectual Property you make or are involved in making.

Compensation:

We confirm offering annual compensation of INR 5,00,000 (Five Lakh only) comprising of fixed component of INR 3,00,000 (Three Lakh only) (Will be discuss again after probation) and variable component of INR 2,0,000 (Two Lakh only) per annum to you, the details of which would be as per schedule 1. In order to receive full compensation, you are required to attain 60% of the performance goal set by your manager.

Probation Period:

You will be on probation for 100 Days during which your performance will be reviewed, however you are expected to clear the On the Job Training (OJT) in 10 days (UNPAID). Your employment is terminable by giving (48 Hours) notice during the probation period & (30 days) post confirmation. Either party is not bound to give any reason thereof. During the probation period you are eligible for a remuneration of INR 12,000 and incentive upto INR 12,000 per month.

Yours sincerely,
Aditya Kumar Das
Head Of Sales
LearnNex

Name

Accept & Sign



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Personal Data - Consent

In consideration of being employed by LearnNex

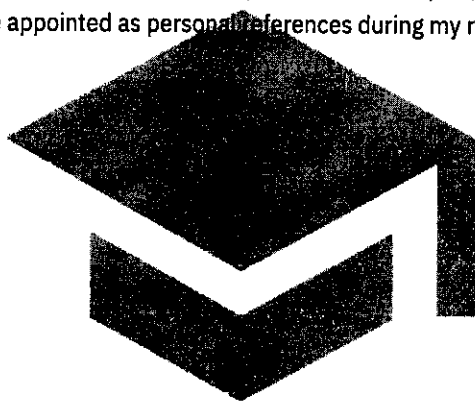
I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex



Name

LearnNex

Accept & Sign

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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deductions as a part of CTC.

Yours sincerely,

LearnNex

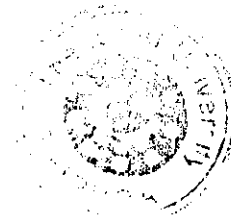
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Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name.....

Accept & Sign



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Date: 29-03-2024

Dear Prasenjit,

Apropos to your application for the post of "Business Development Associate" and subsequent to our discussions we are pleased to offer you the position of "Business Development Associate" Attached are our terms and conditions of our offer – please read these details carefully, including your compensation and benefits refer ANNEX A.

Acceptance and Commencement:

Your appointment date will be effective on your joining date (17-04-2024). Please contact us immediately if you want an alternative joining date. If you do not confirm your joining date or we are unable to set an alternative joining date this offer will be withdrawn.

Terms and conditions of the offer are as below:

- Your initial posting will be remote. However, your services are transferable, and you may be assigned to any other office of LearnNex, a subsidiary or associate company. In such case it will be governed by the policies of that location.
- Your appointment is contingent to no adverse findings against reference and background checks including education, employment history and other checks as applicable. Your employment is also contingent upon your ability to work without restrictions (i.e., you do not have any non-compete clauses or any restrictive clauses with any previous employer.)
- You may be required to travel on company work and you will be reimbursed expenses as per company policy.
- If you are absent from work for more than 5 days without leave or obtaining your manager's approvals, you will be deemed to have voluntarily terminated your employment without notice.
- You will retire from the services of the company on attaining superannuation [58 years]
- Your individual remuneration is confidential between you and the company. It has been determined based
- on numerous factors such as your job, skills specific background and professional merit. This information and any changes made therein should be treated as confidential.

Working Hours – This is a full-time role. The working hours of the firm are from 11am to 8 pm, six days a week. In case you are deployed at a client site you shall follow the working hours of the client. We do not follow flexi hours, so it is mandatory to complete the working hours at office. You will be required to work on the weekends and the week offs will be provided during the weekday as agreed between you and the Manager.



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- Leaves – As an organization we follow 1st Jan to 31st Dec calendar. As an employee, you will be eligible for 5 Festival Leaves, 3 National Holidays. In addition, you will be eligible for 1.5 Days Medical and 1.5 Days Casual leaves per month.
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- Working in Shifts – You may be required to work in shifts. This shall be informed to you by your manager/supervisor well in advance.

Code of Conduct: Your employment is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

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Intellectual Property: You agree that during your employment the 'work of art, any patent application, design, copyright or other intellectual property shall be owned by the Company, Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that:

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- You do not access systems and IT infrastructure that you are not authorized.
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Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex



Name

Accept & Sign



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In consideration of being employed by LearnNex

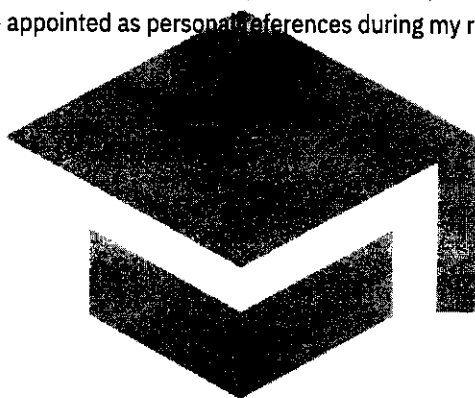
I hereby expressly agree as follows:

LearnNex may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, LearnNex may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Yours sincerely,

Aditya Kumar Das
Head Of Sales
LearnNex



Name

LearnNex

Accept & Sign

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ANNEX 1

Your compensation break-up:

Annual CTC – 300000 INR (Fixed) + 200000 INR (Incentive)

Basic Salary	120000
HRA	60000
Special Allowance	51000
Dearness Allowance	48000
Conveyance Allowance	21000
Total CTC	300000

You shall bear the taxes and Statutory Deductions in regard to CTC.

Yours sincerely,

LearnNex

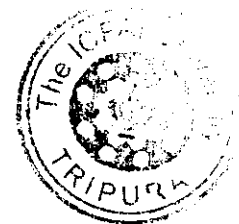
Your Launchpad to Tech Stardom!

Aditya Kumar Das
Head Of Sales
LearnNex

Date

Name

Accept & Sign



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OL No: AM11091

Date : 23-April-2024

Dear Arun Debbarna,

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 **ACADEMOR** as an **Business Development Associate** and you will be reporting to the office on **23-May-2024**.

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 ACADEMOR:

Date of Joining : 23-May-2024

Training Period : 23-May-2024 to 1-June-2024 - (Unpaid)

On the Job Training Start Date: 2-June-2024

On the Job Training End Date: 1-December-2024

Location of Training: Bangalore

Stipend: INR 18000 Per Month

Incentives : INR 12000

Target: 280000 INR per month.

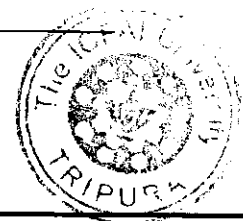
You will be eligible for a Pre - Placement Offer of **6 to 8 LPA** after completion of **On the Job Training Period**. I have read and understood the terms and conditions and I accept this offer, as set forth above, with Academor, and will report on **23-May-2024**.

SIGNATURE: _____

(Candidate's Signature)

Training Policy

DATE: _____



- 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. (Depending on situations we might ask you to stay for sometime extra after your logout period)
- 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 Academor. 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 Academor for both yours and Academor's development.
- Post successful completion of the Training tenure, you will be prone to exciting pre-placement offers from Academor.
- The stipend cycle will start along with your OJT.

Please indicate your acceptance of this offer by signing below.

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

SIGNATURE: _____
(Candidate's Signature)

DATE: _____

ANNEXURE



Sl. No	Particulars
1.	Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination.• 12th standard or equivalent• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications
2.	Any one original certificate (10 th /12 th or Degree Consolidated) for employment documentation.
3.	COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS
4.	PAN Card, Voter ID or Driving Licence Scanned Copy.
5.	Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
6.	Mandatory fully covid vaccinated report

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

SIGNATURE: _____

DATE: _____

(Candidate's Signature)



OL No: AM11090

Date : 23-April-2024

Dear **Bishal Debbarma**,

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 **ACADEMOR** as an **Business Development Associate** and you will be reporting to the office on **23-May-2024**.

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 ACADEMOR:

Date of Joining : 23-May-2024

Training Period : 23-May-2024 to 1-June-2024 - (Unpaid)

On the Job Training Start Date: 2-June-2024

On the Job Training End Date: 1-December-2024

Location of Training: Bangalore

Stipend: INR 18000 Per Month

Incentives : INR 12000

Target: 280000 INR per month.

You will be eligible for a Pre - Placement Offer of **6 to 8 LPA** after completion of **On the Job Training Period**.

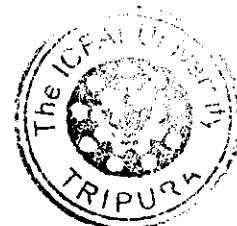
I have read and understood the terms and conditions and I accept this offer, as set forth above, with Academor, and will report on **23-May-2024**.

SIGNATURE: _____

DATE: _____

(Candidate's Signature)

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. (Depending on situations we might ask you to stay for sometime extra after your logout period)
- 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 Academor. 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 Academor for both yours and Academor's development.
- Post successful completion of the Training tenure, you will be prone to exciting pre-placement offers from Academor.
- The stipend cycle will start along with your OJT.

Please indicate your acceptance of this offer by signing below.

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

SIGNATURE: _____
(Candidate's Signature)

DATE: _____

ANNEXURE



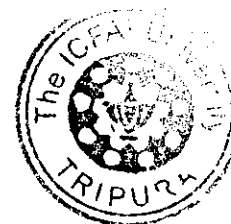
Sl. No	Particulars
1.	Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination.• 12th standard or equivalent• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications
2.	Any one original certificate (10 th /12 th or Degree Consolidated) for employment documentation.
3.	COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS
4.	PAN Card, Voter ID or Driving Licence Scanned Copy.
5.	Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
6.	Mandatory fully covid vaccinated report

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

SIGNATURE: _____

(Candidate's Signature)

DATE: _____



Strictly Confidential

Date: 28 June 2024

Dear Krishna Gope
Employee Code - 2204614
Department - Sales & Marketing

Congratulations and Welcome to SHYAM PARIVAR!

We are pleased to extend you an Offer of employment ("Offer") with Shyam, for the position of MT in Grade T. We are excited at the prospect of your working with us and look forward to your joining us on or before **05 June 2024** at the following address:

Address of Organization: Agartala

The terms and conditions contained herein ("Terms of Employment") must be read as part of the overall policies of the Company. Your employment with the Company is subject to satisfactory completion of Medical Examination (**Annexure B**), Background Verification and will be based on the below Terms of Employment:

1. Salary and Benefits

Your Total Target Remuneration is **180000.00INR** /- (Rupees only) per annum, which comprises of a fixed component of **180000.00INR** /- (Rupees only). (Refer Annexure A for details).

2. Training and Probation

2.1. You will be on Probation for a period of 6 months from the date of joining. The Company may, at its discretion, on the basis of performance evaluation, extend the probation by such period, as it may deem appropriate.

2.2. Your confirmation in the service of the company shall be subject to, amongst others, your performance being satisfactory during the probation period.

At the end of probation period, the company will issue you a formal written confirmation letter.

3. Responsibilities:

3.1. You agree that you will perform your duties with due diligence, devotion and permitted discretion. You will perform, observe, and conform to such duties, directions and instructions, assigned or communicated to you by the Company or on its behalf from time to time.

3.2. While in the employment of the Company, you shall not (without Company's prior written consent) directly or indirectly own, manage, control, participate in, consult with, render services to or engage in the business of any other business entity or other organizations (whether as an owner, employee, officer, director, agent, partner, consultant or otherwise) for any consideration, in cash or in kind or otherwise.

OUR BRANDS:



SHYAM METALICS AND ENERGY LIMITED

REG. OFFICE: Trinity Tower, 7th Floor, 83, Topsia Road, Kolkata - 700 046, West Bengal, CIN: L40109WB2002PLC095491 GSTIN: 19AAHCS5842A2ZD

SALES & MARKETING OFFICE: Viswakarma Building, North West Block, 1st, 2nd & 3rd Floor, 86C, Topsia Road, Kolkata - 700 046

T: +91 33 4016 4001 F: +91 33 4016 4025 Email: contact@shyamgroup.com Web: www.shyammetalics.com Follow us on:

Without prejudice to this provision, you confirm that you have declared to the Company all of your business interests existing at the date on which your employment commences, whether or not they are similar to or in conflict with the business of the Group Companies (including the Company). If these interests change during the term of your employment, you will promptly notify the Company.

You shall not use Company's resources for other commercial activities or for any personal gain. Breach of this condition shall lead to immediate termination of your employment by the Company without any notice or compensation.

3.3. All information, data, and knowledge regardless of form, generated in the performance of or delivered during employment, as well as any information provided to you by the Company, shall be and remain the sole property of the Company. You shall not divulge the same in any manner whatsoever or use it for your benefit or for the benefit of any other person. You shall sign all consents that may be required in that connection.

3.4. As far as the Company is not already by law the owner of the Intellectual Property Rights arising in respect of any and all works created, you hereby assign to the Company and/or its affiliates, all Intellectual Property Rights arising in respect of any and all works created, compiled and/or devised by you in the course of and scope of your employment with the Company pursuant to this agreement. By virtue of this agreement, any Intellectual Property rights which come into existence in the future in respect of any such work created, compiled and/or devised by you in the course and scope of your employment with the Company, shall vest in the Company and/or its affiliates upon their coming into existence.

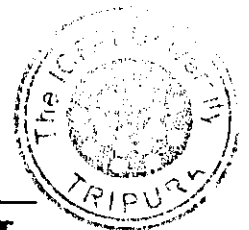
For the purpose of this clause, Intellectual Property Rights shall include any Trademark, Trade Name or Service Mark, any Patent, registered design, copyright, design right, topography right, application to register any of the aforementioned rights, trade secrets, any right in unpatented know-how, any right of confidence and any other intellectual or industrial property rights of any nature whatsoever in any part of the world, including any license rights and the right to take legal action. In connection with any such Intellectual property, you agree to furnish Company with information sufficient to file and prosecute any applications and will execute all documents incident to such filing and prosecution.

3.5. You shall not have any right to use, in any manner whatsoever, any IPR (i.e., copyright / trade name / label mark / trademark etc.), in part or in full belonging to the Company, whether registered or not. At the time of termination of employment, you shall return to the Company all materials as well as information in respect of intellectual property rights of the Company and return the Confidential Information, including any copies or reproductions thereof and shall not use it further for other company or for your personal purpose.

4. Leave Policy:

4.1. The Company's leave policy shall apply to your employment and may be modified by the Company at any time, in its sole discretion, upon notice to you.

OUR BRANDS:



SHYAM METALICS AND ENERGY LIMITED

REG. OFFICE: Trinity Tower, 7th Floor, 83, Topsia Road, Kolkata - 700 046, West Bengal, CIN: L40109WB2002PLC095491 GSTIN: 19AAHCS5842A2ZD

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T: +91 33 4016 4001 F: +91 33 4016 4025 Email: contact@shyamgroup.com Web: www.shyammetalics.com Follow us on:

Power

Ferro Alloys

Pellets

Sponge Iron

Billets

Wire Rods

TMT & Structurals

Aluminium Foil

5. Background Checks - Credential Verification:

5.1. You acknowledge and agree that the Company may at its discretion conduct background checks and reference checks prior to or after your expected date of joining to validate the information and documents furnished by you, your identity, the address provided by you, your education details, and details of your prior work experience, if any, and to conduct any checks as required. If, at any time, the Company is not satisfied, in its sole discretion, with the outcome of any of the checks, the Company reserves the right to take appropriate action including withdrawal of this offer or termination of your employment as it may deem fit. You acknowledge and agree that the Company has offered you employment based on the specific information and records furnished by you.

6. General:

6.1. You shall be governed by the Service Rules & Regulations and policies of the Company that are in force or will be introduced and /or modified from time to time. Any amendment or modification thereto shall be binding on you.

6.2. It is enjoined upon you to comply with all relevant and applicable laws and policies & professional standards of the Company (as may be amended from time to time), including Occupational Health or Safety Policies, Business Ethics Policy, Code of Conduct and shall perform your services in a professional manner.

6.3. You acknowledge and agree that during your employment with the Company, you may be assigned, transferred, or deputed to offices, departments, or units of the Company or any of the Group Companies, whether in India or abroad at the discretion of the Company.

6.4. You may be required to travel, whether in India or overseas, in connection with your employment with the Company upon short notice to you for which you will be reimbursed travel expenses as per the Company policy applicable to you.

6.5. You shall communicate to the Company any change in your communication address as well as personal status. All communication sent to you in the normal course to the address given by you shall be deemed to have been received by you.

6.6. You shall indemnify and keep the Company indemnified and harmless from and against all claims by any third party for loss, damage, expenses arising out of any infringement by you of third party's Intellectual Property Rights.

6.7. You agree that during the term of employment and for a period of twelve months after the termination of your employment, you shall not in any way, directly or indirectly:

- (a) Induce or attempt to induce any employee of the Company to quit employment with the Company.
- (b) Otherwise interfere with or disrupt Company's relationship with its employees.
- (c) Solicit, entice, or hire any employee of the Company

OUR BRANDS:**SHYAM METALICS AND ENERGY LIMITED**

REG. OFFICE: Trinity Tower, 7th Floor, 83, Topsia Road, Kolkata - 700 046, West Bengal, CIN: L40109WB2002PLC095491 GSTIN: 19AAHCS5842A2ZD
 SALES & MARKETING OFFICE: Viswakarma Building, North West Block, 1st, 2nd & 3rd Floor, 86C, Topsia Road, Kolkata - 700 046
 T: +91 33 4016 4001 F: +91 33 4016 4025 Email: contact@shyamgroup.com Web: www.shyammetalics.com Follow us on:

Power

Ferro Alloys

Pellets

Sponge Iron

Billets

Wire Rods

TMT & Structurals

Aluminium Foil

7. Confidentiality:

7.1. You agree, as part of your employment hereunder, you will have access, directly or indirectly, to certain Confidential Information of the Company and its affiliates and their employees. During the term of your employment and thereafter, you shall (a) hold the Confidential Information in the strictest confidence; (b) not disclose or use or attempt to use or disclose, the Confidential Information, except as expressly permitted by the Company; (c) not disclose or divulge the Confidential Information to or for the benefit of any third person or entity without prior authorization of the Company; (d) give prompt notice to the Company of any actual or attempted unauthorized use or disclosure of the Confidential Information. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment.

7.2. "Confidential Information" means any proprietary or confidential information of the Company (provided to you by the Company or on the behalf of Company and its affiliate and their employees), business information or plans, technical data, business strategies, trade secrets or know-how, in any media of the Company, whether oral or written or in electronic format, and whether marked as confidential or proprietary or not, including but not limited to, the Terms of Employment, research, projects or opportunities, proposals, sales and profit figures, finances, personnel information and internal publications. Confidential Information shall not include information which is publicly available. Any breach of the obligations under this section shall amount to misconduct.

8. Notice Period

8.1. During your employment with the Company, discontinuation of service may happen at the discretion of the Company or the employee, by giving 30 Days' notice in writing during the training or the probation period and a 45/90 Days prior written notice post your confirmation. The Company, however, reserves the right to pay or recover basic salary in lieu of the notice period. Further, the Company may at its sole discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period.

9. Retirement

9.1. You will retire from the service of the Company on attaining the superannuation age of 58 years. The date of birth as recorded at the time of employment will be reckoned for this purpose.

10. Termination of Employment

10.1. Notwithstanding anything contained hereinabove, your employment may be terminated summarily, with or without notice, or payment of any kind in lieu of notice, at any time for gross misconduct or submission of false/incorrect information or as provided in Clause 5.1 above. Generally, this includes any fundamental breach of any contract, or conduct which brings the Company into disrepute. Gross misconduct includes (but is not limited to), failure to obey a reasonable orders/instructions issued by an authorized representative of the Company, serious breach of safety rules, theft, fraud, sexual harassment, being under the influence of alcohol or drugs during working hours, unauthorized absence in breach of the Company leave policy, misuse of the Company's confidential Information, breach of ethical or other policies of the Company, engaging in discriminatory behavior, any act of disobedience, dishonesty, incivility, insobriety, or of any act or omission, conduct or commission or irregularity, whether during the course of employment or otherwise which in the opinion of the Company is detrimental to its interests.

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11. Non-Compete

11.1. During the term of your employment and for at least one (1) year thereafter, you will not, directly or indirectly, either alone or jointly with or as manager, agent, consultant or employee of any person, firm or company, engage yourself in any activity or business which works or result in a direct or indirect competition with the business of the Company.

12. Jurisdiction

12.1. Any disagreement or claim arising out of or relating to this agreement, the breach thereof or its termination will be settled by following Indian contract and arbitration laws and shall be subject to exclusive jurisdiction of courts at Kolkata.

13. Joining Documents

13.1. At the time of joining, you are required to submit the following documents:

- (a) Copies of certificates in support of your educational / professional qualifications, experience, date of birth and other testimonials with authenticated copies thereof.
- (b) Valid Proof of Address (Passport, Aadhar card, DL)
- (c) PAN Card copy / PAN Application Acknowledgement copy (In case you do not have a PAN card, please make arrangements immediately to procure one as per Government of India regulations and give it to us within 30 days of joining)
- (d) Five copies of your recent passport size photographs.
- (e) Medical Fitness Certificate (along with all medical reports) from an approved Medical Practitioner. Refer Annexure -B for details.

14. The Company reserves its right to amend its policies (including the Terms of Employment) as may be deemed necessary. The revised policies and terms of employment will supersede the terms and conditions of the Offer.

We welcome you to the **SHYAM** family and wish you a rewarding and successful career.

Best Wishes.

For Shyam Metals and Energy Limited,

Sharad Sinha

Sharad Sinha
Corporate Head HR



OUR BRANDS:



SHYAM METALS AND ENERGY LIMITED

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Annexure A: Compensation Breakup



Set forth below is an outline of the management compensation terms and conditions by which the undersigned parties agree to abide. The existence, nature, terms and conditions of this agreement are strictly confidential and shall not be disclosed by candidate in any manner or form, directly or indirectly, to any person or entity without the company's consent.

Date: 28 June 2024



OUR BRANDS:



SHYAM METALICS AND ENERGY LIMITED

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Compensation Scheme

Compensation break-up for "KRISHNA GOPE", 2204614-

01 June 2024

Gross Remuneration	180000.00
Fixed Remuneration	15000.00
Variable Remuneration	0.00
Gratuity	0.00
Provident Fund	0.00
Other Benefits	15000.00

GROSS BENEFITS			
COMPONENT NAME	NATURE OF COMPONENT	MONTHLY REMUNERATION	YEARLY REMUNERATION
Stipend	Fixed	15000.00	180000.00

OTHER BENEFITS			
COMPONENT NAME	NATURE OF COMPONENT	MONTHLY REMUNERATION	YEARLY REMUNERATION

CONTRIBUTION		
COMPONENT NAME	MONTHLY CONTRIBUTION	YEARLY CONTRIBUTION

RECURRING			
COMPONENT NAME	NATURE OF COMPONENT	MONTHLY REMUNERATION	YEARLY REMUNERATION

For Shyam Metals and Energy Limited,

Sharad Sinha

Sharad Sinha
Corporate Head HR



OUR BRANDS:



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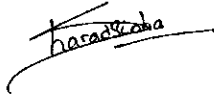
Annexure B: Medical Fitness Test

You are required to undergo following medical fitness tests from a certified medical practitioner of your choice and submit a report to us before joining or you may choose to undergo these tests at the time of joining at our facilities/premises:

1. Physical Examination, vision, eye (color blindness test), dental check up
2. HB. WBC total & Diff Count
3. ESR
4. Blood Sugar AC & PC
5. Fasting Lipid Profile
6. Ser. Creatinine
7. L F T
8. Urine Routine Exam
9. Chest X-ray PA View
10. ECG & T M T
11. Audiometry and Spirometry

- In case you undergo Medical Fitness tests by a certified Medical practitioner of your choice, your submitted reports will be considered valid only once verified by our Company CMO / MO.
- You may also be required to undergo medical examination from our referred hospital at the time of joining.
- The decision of our Company CMO / MO will be considered as Final. If declared medically unfit, the LOI stands cancelled.
- The medical charges for above will be reimbursed on joining on production of original bills as per the company's policy. If declared medically unfit, the original bills can be sent to us for reimbursement.

For Shyam Metals and Energy Limited,



Sharad Sinha
Corporate Head HR

OUR BRANDS:



SHYAM METALS AND ENERGY LIMITED

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July 18, 2024

Dear Sayan Debnath,

Subject: Offer letter

We are pleased to offer you the position of **Sales Officer** at Tata ClassEdge Limited. Your compensation fitment is given in the annexure.

Please sign a copy of this letter and send it back to us to indicate your acceptance of our offer.

We are confident you will be able to make a significant contribution to the success of our organization and we look forward to working with you.

With best wishes,

Maria Chandwani

Maria Chandwani
Chief Human Resources Officer

I agree and accept to join Tata ClassEdge Limited

Signature:
Sayan Debnath

TATA CLASSEGE LIMITED

(Formerly known as Smart ClassEdge Systems Limited)

A subsidiary of Tata Industries Limited

Registered office: : Times Square Suite 3 6th Floor E Wing Andheri- Kurla Road Marol Andheri East Mumbai Maharashtra 400 059 India

Tel 91 22 6122 7000 Email enquiry@tataclassedge.com

Website www.tataclassedge.com CIN U80301MH2022PLC391775 GST No. 27ABJCS5382A1ZA



Restricted



Compensation fitment		
Tata ClassEdge Limited		
Name	Sayan Debnath	
Designation	Sales Officer	
Grade	E3	
Components	Monthly	Annual
Basic	17,000	2,04,000
HRA	8,500	1,02,000
Statutory Bonus	1,416	16,993
Flexi Pay	12,133	1,45,594
Fixed (A)	39,049	468,588
Provident Fund	1,800	21,600
Gratuity	818	9,812
Retirals (B)	2,618	31,412
Fixed Retirals (A+B)	3,436	41,224
Retention Bonus (C)		1,00,000
Total Cost to Company (A+B+C)		6,00,000
Basic includes the component of Dearness Allowance.		
You are also entitled to a Medclaim policy of Rs.3 lacs which will cover self, spouse and 2 children and Accident coverage for self of Rs.25 Lacs.		
* Retention Bonus of INR Twenty- Five thousand will be paid quarterly for a period of 2 years from the date of joining. Post two years, your salary will be restructured to include the retention bonus.		
Gratuity is payable to employees who have completed 5 years of continuous service on payroll and is given at the time of separation		

With best wishes,

Maria Chandwani

Maria Chandwani
Chief Human Resources Officer

I agree and accept to join Tata ClassEdge Limited

Signature:
Sayan Debnath



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Registered office : Times Square Suite 3.6th Floor E Wing Andheri- Kurla Road Marol Andheri East Mumbai Maharashtra 400 059 India
Tel 91 22 6122 7000 Email enquiry@tataclassedge.com

Website www.tataclassedge.com CIN U80301MH2022PLC391776 GST No. 27ABJCS5382A1ZA

Restricted



July 18, 2024

Dear Irom David,

Subject: Offer letter

We are pleased to offer you the position of **Sales Officer** at Tata ClassEdge Limited. Your compensation fitment is given in the annexure.

Please sign a copy of this letter and send it back to us to indicate your acceptance of our offer.

We are confident you will be able to make a significant contribution to the success of our organization and we look forward to working with you.

With best wishes,

Maria Chandwani

Maria Chandwani
Chief Human Resources Officer

I agree and accept to join Tata ClassEdge Limited

Signature:
Irom David



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A subsidiary of Tata Industries Limited

Registered office: : Times Square Suite 3 6th Floor E Wing Andheri- Kurla Road Marol Andheri East Mumbai Maharashtra 400 059 India

Tel 91 22 6122 7000 Email enquiry@tataclassedge.com

Website www.tataclassedge.com CIN U80301MH2022PLC391776 GST No. 27ABICS5382A1ZA

Restricted



Compensation fitment		
Tata ClassEdge Limited		
Name	Irom David	
Designation	Sales Officer	
Grade	E3	
Component	Monthly	Annual
Basic	17,000	2,04,000
HRA	8,500	1,02,000
Statutory Bonus	1,416	16,993
Flexi Pay	12,133	1,45,594
Fixed Retirals (A)	19,049	2,28,588
Provident Fund	1,800	21,600
Gratuity	818	9,812
Retirals (B)	2,618	31,412
Fixed Retirals (A+B)	21,667	2,60,000
Retention Bonus (C)		1,00,000
Total Cost to Company (A+B+C)		6,00,000
Basic includes the component of Dearness Allowance.		
You are also entitled to a Medclaim policy of Rs.3 lacs which will cover self, spouse and 2 children and Accident coverage for self of Rs.25 Lacs.		
* Retention Bonus of INR Twenty- Five thousand will be paid quarterly for a period of 2 years from the date of joining. Post two years, your salary will be restructured to include the retention bonus.		
Gratuity is payable to employees who have completed 5 years of continuous service on payroll and is given at the time of separation		

With best wishes,

Maria Chandwani

Maria Chandwani
Chief Human Resources Officer

I agree and accept to join Tata ClassEdge Limited

Signature:
Irom David



TATA CLASSEGE LIMITED

(Formerly known as Smart ClassEdge Systems Limited)

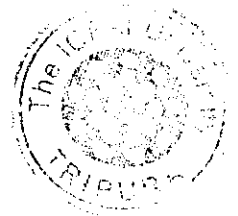
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