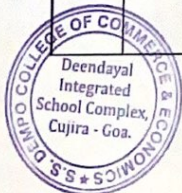


## INDEX

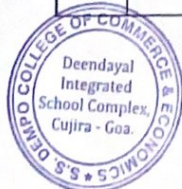
Sr. No.	Name of student placed	Program graduated from	Name of the company	Compensation	Page No.
<b>PLACEMENT OF OUTGOING STUDENTS (A.Y. 2021-22)</b>					
1	Aditi Sharma, 9284150354	BCom (Hons)	Soul Travelling	10000- 15000 per month	1
2	Aman Nirban, 9881237886	BCom (Hons)	b:live	10000- 15000 per month	2-3
3	Gaurav Gaitonde, 9322426833	BCom (Hons)	Ethernet Express	10000- 15000 per month	4
4	Yashita Pirotkar, 07262064213	BCom (Hons)	Ethernet Express	10000- 15000 per month	5
5	Gisselle Gomes, 9322386578	BCom (Hons)	Cosme Matias Menezes	10000- 15000 per month	8
6	Leroy Anthony Pereira, 8668384917	BBA	b:live	10000- 15000 per month	9-10
7	Naina Narvekar, 9284893449	BBA	b:live	10000- 15000 per month	11-12
8	Harish Soni, 7720876801	BBA	b:live	10000- 15000 per month	13-14
9	Saish Kunde, 9158824521	BBA	b:live	10000- 15000 per month	15-16
10	Ashish Borkar, 8975751101/702207685 9	BBA	Reliance Nippon	10000- 15000 per month	17-37
11	Meenushka Solanki	BBA	IWS Finserv	15000/- per month	38-39
12	Neil D'Souza	BBA	IWS Finserv	15000/- per month	40-41
13	Reece Barretto	BBA	Arcis Clean Energy Pvt. Ltd (B-Live)	15000/- per month	42-43
14	Utkarsh Tiwari	BBA	Arcis Clean Energy Pvt. Ltd (B-Live)	15000/- per month	44-45
15	Kashvi Malkarnekar	BBA	Arcis Clean Energy Pvt. Ltd (B-Live)	15000/- per month	46-47
16	Ichhya K C	BBA	Aarush Kitchens & Living Spaces	20000/- per month	48-50
17	Shyam Tiwari	BBA	Aarush Kitchens &	20000/- per month	51-53



  
**OFFICIATING PRINCIPAL**  
**S.S. DEMPO COLLEGE OF**  
**COMMERCE & ECONOMICS,**  
 Deendayal Integrated School Complex,  
 Cujira - Goa.



			Living Spaces		
18	Anushree Savoiverekar	BBA	Mangal Analytics & Research Consultancy	15000/- per month	54
19	Sujana Halgekar	BBA	Dranding Consulting	15000/- per month	55-56
20	Ashish Panchal	BBA	Latambarcem Brewers Pvt Ltd	18000/- per month	57
21	Prajakta Gadekar	BBA	Latambarcem Brewers Pvt Ltd	18000/- per month	58
22	Sudhish Kanguri	BBA	Latambarcem Brewers Pvt Ltd	18000/- per month	59
23	Bhupen Chati	BBA	PowerStores E-commerce Pvt. Ltd. (Webware.io)	15000/- per month	60-65
24	Renuka Nevgi	BBA	PowerStores E-commerce Pvt. Ltd. (Webware.io)	15000/- per month	66-71
25	Yash Nagda	BBA	PowerStores E-commerce Pvt. Ltd. (Webware.io)	15000/- per month	72-77
26	Jagdish Oli	BBA	PowerStores E-commerce Pvt. Ltd. (Webware.io)	15000/- per month	78-83
27	Vibhav Parab	BBA	PowerStores E-commerce Pvt. Ltd. (Webware.io)	15000/- per month	84-89
28	Vibhav Parab	BBA	Tulip Diagnostics (P) Ltd	20498/- per month	90
29	Kartik Kishore Jain	BBA	Axis Bank Ltd	11500/- per month	91
30	Yash Nagda	BBA	Axis Bank Ltd	11500/- per month	91
31	Vaishnavi Faterpekar	BBA	Axis Bank Ltd	11500/- per month	91
32	Rahil Kolvekar	BBA	Axis Bank Ltd	11500/- per month	91
33	Kirti Shirsat	BBA	Axis Bank Ltd	11500/- per month	91



OFFICIATING PRINCIPAL  
S.S. DEMPO COLLEGE OF  
COMMERCE & ECONOMICS,  
Deendayal Integrated School Complex,  
Cujira - Goa.

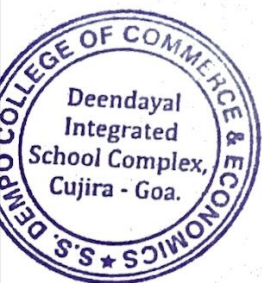


34	Leroy Anthony Pereira	BBA	Axis Bank Ltd	11500/- per month	91
35	Ashish Borkar	BBA	Axis Bank Ltd	11500/- per month	91
36	Neil D Souza	BBA	Axis Bank Ltd	11500/- per month	91
37	Bupen Chati	BBA	Axis Bank Ltd	11500/- per month	91
38	Annabelle Chrisleigh De Herdia	BBA	Axis Bank Ltd	11500/- per month	91
39	Jagdish Oli	BBA	Axis Bank Ltd	11500/- per month	91
40	Vinayak Narvekar	BBA	Axis Bank Ltd	11500/- per month	91
41	Vibhav Parab	BBA	Axis Bank Ltd	11500/- per month	91
42	Elika Mascarenhas	BBA	Axis Bank Ltd	11500/- per month	91
43	Saqlain Munshi	BBA	Axis Bank Ltd	11500/- per month	91
44	Prathmesh Anil Naik	BBA	Axis Bank Ltd	11500/- per month	91
45	Kashvi Malkarnekar	BBA	Axis Bank Ltd	11500/- per month	91
46	Ashish Panchal	BBA	Axis Bank Ltd	11500/- per month	91
47	Akanksha Kumar	BBA	Axis Bank Ltd	11500/- per month	91
48	Carlton Britto	BBA	Axis Bank Ltd	11500/- per month	91
49	Ichhya KC	BBA	Axis Bank Ltd	11500/- per month	91
50	Nasruddin Shaikh	BBA	Axis Bank Ltd	11500/- per month	91
51	Shyam Tiwari	BBA	Axis Bank Ltd	11500/- per month	91
52	Renuka Prashant Nevgi	BBA	Axis Bank Ltd	11500/- per month	91
53	Umeshwar Gaundar, 9284320297	<u>MCom</u>	b:live	10000- 15000 per month	92-93
54	Purva Karekar,	MCom	Ethernet Express	10000- 15000 per month	94
55	Aishwarya babu, 8668552104	MCom	Reliance Nippon	10000- 15000 per month	95-115
56	Ms. Chelsea Cleopatra Da Costa	MTTM	Talent Hunt Consultancy	10,000 per month	116
57	Layzel Fernandes	MTTM	Open Destinations Infotech Pvt.	2,40,000 per annum	117



  
**OFFICIATING PRINCIPAL**  
**S.S. DEMPO COLLEGE OF**  
**COMMERCE & ECONOMICS,**  
 Deendayal Integrated School Complex,  
 Cujira - Goa.

			Ltd.		
58	Aliana Kristen Rodrigues	MTTM	Open Destinations Infotech Pvt. Ltd.	2,40,000 per annum	118
59	Saish Naik	MTTM	Delta Corp Limited	10000- 15000 per month	119
60	Akhil Baiju	MTTM	Soul Travelling	10000- 15000 per month	120
61	Taniya	MTTM	Soul Travelling	10000- 15000 per month	121
62	Sadiya Shaikh, 7798708122	MTTM	Soul Travelling	10000- 15000 per month	122
63	Ritik Singh	MTTM	IGT Solutions Private Limited	348000/- per annum	123
64	Franson Fernandes	PGDM-EM	ITC Grand Goa, Resort and Spa	15650/- per month	124- 125



**OFFICIATING PRINCIPAL**  
S.S. DEMPO COLLEGE OF  
COMMERCE & ECONOMICS,  
Deendayal Integrated School Complex,  
Cujira - Goa.





Sub : Offer Letter from Soul Travelling

Dear Adithi,

Greetings from Soul Travelling!

It would be our pleasure to welcome you to the Soul Travelling Family. We are glad to offer you the position of ' Operations Executive - Trainee ( Junior Ambassador) ' with our company.

We are pleased to inform you that your Training Program will commence on Wednesday, 06 July 2022

The training program will add value to your professional life and will open a world of opportunities. In the event of your performance falling short of required standard, the management reserves the rights to either extend your training or terminate your services.

Your major responsibilities on completion of training program will be as mentioned below:

- Conducting trails and experiences across different locations
- Get yourself trained in new trails and experiences and creating a knowledge base
- Research and Read about interesting stories and history which will help while conducting the experiences
- Work on your public speaking skills and learn about Soul Travelling as a company and the code of conduct
- Get yourself acquainted in the field of hospitality and offbeat experience- based travel
- Attend online and offline sessions conducted by Soul Travelling and present about different trails as per training procedures
- Work with different team members and stakeholders to make sure the experiences are executed seamlessly
- Learn about and work with different clients that are a part of the Soul Travelling portfolio
- Helping in curating new experiences and submitting required documents for the same

We would like you to confirm your acceptance of joining us by responding with an email accepting the offer. In the event of not receiving the same or not joining on the date provided, Soul Travelling reserves the rights to withdraw the offer.

We are sure you are as excited to be apart of this great family, just as we are to have you with us. Together, let us take Soul Travelling to greater heights. Wish you the very best.

Yours Sincerely,  
Varun Hegde  
Director - Operations & Curation  
Soul Travelling



G-9, MEDEIRA  
ENCLAVE  
FATORDA 403602  
GOA



+91 7378301863



info@soultravelling.in  
www.soultravelling.in





To,  
**Mr. Aman Nirban**  
Miramar, Panaji,  
Goa.

06 July, 2022

**Fixed Term Contract Agreement**

Dear Aman,

With reference to the discussions, you have had with us, we are pleased to appoint you as “**Trainee - EV Expert**” in the “**Sales Department**” for our Group companies on Fixed Term Contract for Six months from 12th July, 2022 and ending on 11th January, 2023 on the following terms and conditions:

1. You will be paid a fixed amount of **Rs.20,000/- (Twenty Thousand Only)** in hand per month post deduction of tax as per statutory rules.
2. You will be entitled to incentives for the sale of EV per unit more than 50000/- at the rate of 1.5% of value per unit and for sale of EV per unit less than 50000/- at the rate of 1.25% of the value per unit.
3. In this capacity, you will report to the **General Manager Operations** or any other person nominated by the company. However, your services could be transferred to any other Departments/Divisions of the Company. Notwithstanding your contract in this company, your services could be reassigned to any other company of the (**Arcis Clean Energy Pvt. Ltd.**) Group.
4. You may also be assigned such other duties as may become (**Arcis Clean Energy Pvt. Ltd.**) at the discretion of the Management in any Branch or office of the Company and/ or its Subsidiaries or Associate Companies.
5. Your contract will be considered for renewal based on a review of your performance at the end of this contract.
6. You will not be entitled to leaves during the first month of your service. Post completion of one months service you will be entitled to leaves as per the company leave policy.
7. This contract can be terminated by giving Thirty days’ notice on either side or payment in lieu of shortfall in this notice period.
8. You shall observe all rules and regulations of the company.
9. During the tenure of the assignment with the company, you will not engage yourself in any other assignments or gainful employment without consent of the management.

---

Registered Office: Plot No.22-B, GF-1, Happy Home Co-Op. Society, La Campala, Miramar, Goa - 403 001

Tel: + 91 832 2464684

Email: info@arcisenergy.com



10. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company and/ or its subsidiaries or Associate Companies and in case of any breach of trust, your appointment may be terminated by the Company without any notice.
11. The Company lays emphasis on all statutory compliances and you should ensure compliance with various statues in your area of operations.

Kindly sign a copy of this letter in acceptance of the above-mentioned terms and conditions and return the same for our records.

With best wishes,

**For Arcis Clean Energy Pvt. Ltd.,**



**Sandeep Mukherjee**  
COO & Co-Founder

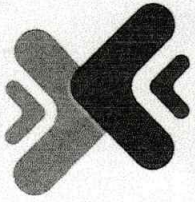


**Samarth Kholkar**  
CEO & Co-Founder

Accepted: \_\_\_\_\_

Date: \_\_\_\_\_





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1800-266-4986



info@expl.in

01<sup>st</sup> July 2022

Mr. Gaurav Gaitonde  
H.no.680, Sitangan  
Caranzalem-Goa

### Sub: Offer of Employment

Dear Mr. Gaurav,

This has reference to your interview you had with us. We are pleased to offer you an employment with our organization in the **Sales & Marketing Department** as **Corporate & Enterprise Sales Executive in Porvorim- Goa**. The remuneration package as mutually agreed upon shall be communicated to you on your joining with us.

Please note that this is merely an Offer Letter. The company's standard appointment letter containing exhaustive terms and conditions of employment will be issued to you on your joining the company which shall be binding on you.

You are requested to join us latest by 04<sup>th</sup> July, 2022 failing which this offer of employment stands withdrawn. Kindly also confirm your exact Date of Joining at least 7 days prior to your joining the organization.

You are required to submit the following documents at the time of joining:

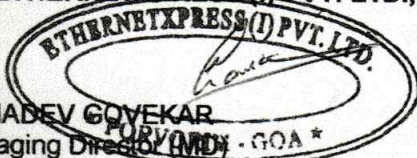
- Passport size photographs - 05 Nos.
- Photocopy of your testimonials - From SSC onwards in one set.
- Proof of Date of Birth.
- Pre-employment Medical Fitness Certificate from a Registered Medical Practicing Doctor.
- Copy of Resignation and Relieving letter from immediate previous employer.
- Last Salary Slip / Salary Certificate, as applicable.
- Provisional Income & Tax deducted at source Certificate from the previous employer (if applicable).
- Copy of Photo Identification (Passport / Driver's License).
- PAN Card (Copy and Original).
- Aadhaar Card (Copy and Original).
- Copy of Bank Passbook

Kindly confirm your acceptance on the duplicate copy of this Offer Letter.

Yours cordially,

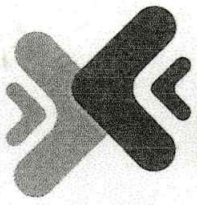
For ETHERNETXPRESS (I) PVT. LTD.,

MAHADEV GOVEKAR  
Managing Director  
PORVORIM - GOA \*



*G. Gaitonde*  
*reviewed - 21-07-2022*





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1800-266-4986

info@expl.in

01<sup>st</sup> July 2022

Ms. Yashita Priolkar  
12 Bandh Kalapur,  
Santa Cruz North Goa  
Goa-403005

**Sub: Offer of Employment**

Dear Ms. Yashita,

This has reference to your interview you had with us. We are pleased to offer you an employment with our organization in the **Customer Support Department as Executive in Porvorim- Goa**. The remuneration package as mutually agreed upon shall be communicated to you on your joining with us.

Please note that this is merely an Offer Letter. The company's standard appointment letter containing exhaustive terms and conditions of employment will be issued to you on your joining the company which shall be binding on you.

You are requested to join us latest by 05<sup>th</sup> July, 2022 failing which this offer of employment stands withdrawn. Kindly also confirm your exact Date of Joining at least 7 days prior to your joining the organization.


You are required to submit the following documents at the time of joining:

- Passport size photographs - 05 Nos.
- Photocopy of your testimonials - From SSC onwards in one set.
- Proof of Date of Birth.
- Pre-employment Medical Fitness Certificate from a Registered Medical Practicing Doctor.
- Copy of Resignation and Relieving letter from immediate previous employer.
- Last Salary Slip / Salary Certificate, as applicable.
- Provisional Income & Tax deducted at source Certificate from the previous employer (if applicable).
- Copy of Photo Identification (Passport / Driver's License).
- PAN Card (Copy and Original).
- Aadhaar Card (Copy and Original).
- Copy of Bank Passbook

Kindly confirm your acceptance on the duplicate copy of this Offer Letter.

Yours cordially,

For ETHERNETXPRESS (I) PVT. LTD.,

  
MAHADEV GOVEKAR  
Managing Director (R&D) - GOA \*

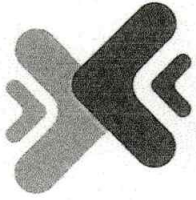
*Yashita*

HEAD OFFICE  
Off. No.201, Bldg No.S-2  
Second Floor, Nova Cidade  
Complex, Opp. Dominos Pizza  
Porvorim, Bardez, Goa-403521

BRANCH OFFICE  
Near Mango Tree Restaurant,  
Beach Road, Vagator, Goa.  
403509

SOUTH GOA OFFICE  
Shop # A - 312, 3rd floor  
Block - A, Reliance Trade Cent  
Varde, Valaulikar Road,  
Marmagao - Salcete, Goa





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www.expl.in

1800-266-4986

info@expl.in

01<sup>st</sup> July 2022

Ms. Purva Karekar  
H.no.495/B Chodanwada  
Salvador Do Munda  
Goa-403101

**Sub: Offer of Employment**

Dear Ms. Purva,

This has reference to your interview you had with us. We are pleased to offer you an employment with our organization in the **Marketing & Sales Department** as **Tellemarketing Executive in Porvorim- Goa**. The remuneration package as mutually agreed upon shall be communicated to you on your joining with us.

Please note that this is merely an Offer Letter. The company's standard appointment letter containing exhaustive terms and conditions of employment will be issued to you on your joining the company which shall be binding on you.

You are requested to join us latest by 5<sup>th</sup> July, 2022 failing which this offer of employment stands withdrawn. Kindly also confirm your exact Date of Joining at least 7 days prior to your joining the organization.

You are required to submit the following documents at the time of joining:

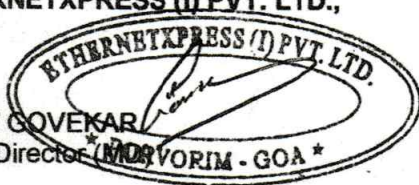
- Passport size photographs - 05 Nos.
- Photocopy of your testimonials - From SSC onwards in one set.
- Proof of Date of Birth.
- Pre-employment Medical Fitness Certificate from a Registered Medical Practicing Doctor.
- Copy of Resignation and Relieving letter from immediate previous employer.
- Last Salary Slip / Salary Certificate, as applicable.
- Provisional Income & Tax deducted at source Certificate from the previous employer (if applicable).
- Copy of Photo Identification (Passport / Driver's License).
- PAN Card (Copy and Original).
- Aadhaar Card (Copy and Original).
- Copy of Bank Passbook

Kindly confirm your acceptance on the duplicate copy of this Offer Letter.

Yours cordially,

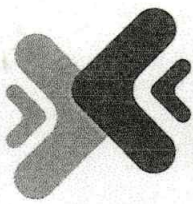
For **ETHERNETXPRESS (I) PVT. LTD.,**

MAHADEV GOVEKAR  
Managing Director (PORVORIM - GOA)



*Purva*





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1800-266-4986

info@expl.in

01<sup>st</sup> July 2022

Ms. Yashita Priolkar  
12 Bandh Kalapur,  
Santa Cruz North Goa  
Goa-403005

**Sub: Offer of Employment**

Dear Ms. Yashita,

This has reference to your interview you had with us. We are pleased to offer you an employment with our organization in the **Customer Support Department as Executive in Porvorim- Goa**. The remuneration package as mutually agreed upon shall be communicated to you on your joining with us.

Please note that this is merely an Offer Letter. The company's standard appointment letter containing exhaustive terms and conditions of employment will be issued to you on your joining the company which shall be binding on you.

You are requested to join us latest by 05<sup>th</sup> July, 2022 failing which this offer of employment stands withdrawn. Kindly also confirm your exact Date of Joining at least 7 days prior to your joining the organization.

You are required to submit the following documents at the time of joining:

- Passport size photographs - 05 Nos.
- Photocopy of your testimonials - From SSC onwards in one set.
- Proof of Date of Birth.
- Pre-employment Medical Fitness Certificate from a Registered Medical Practicing Doctor.
- Copy of Resignation and Relieving letter from immediate previous employer.
- Last Salary Slip / Salary Certificate, as applicable.
- Provisional Income & Tax deducted at source Certificate from the previous employer (if applicable).
- Copy of Photo Identification (Passport / Driver's License).
- PAN Card (Copy and Original).
- Aadhaar Card (Copy and Original).
- Copy of Bank Passbook

Kindly confirm your acceptance on the duplicate copy of this Offer Letter.

Yours cordially,

For ETHERNETXPRESS (I) PVT. LTD.,

  
MAHADEV GOVEKAR  
Managing Director (R&D) - GOA \*

*Yashita*

HEAD OFFICE  
Off. No.201, Bldg No.S-2  
Second Floor, Nova Cidade  
Complex, Opp. Dominos Pizza  
Porvorim, Bardez, Goa-403521

BRANCH OFFICE  
Near Mango Tree Restaurant,  
Beach Road, Vagator, Goa.  
403509

SOUTH GOA OFFICE  
Shop # A - 312, 3rd floor  
Block - A, Reliance Trade Cent  
Varde, Valaulikar Road,  
Marmagao - Salcete, Goa

**CMM ARENA**  
**CMM ARENA RETAILS PVT. LTD.**

CIN:-U52330GA2013PTC007202

Regd. Office : CMM Arena Complex, 2nd Floor, Vaddy, Mercas, Goa 403 005.  
Tel.: (B) 0832 6747700-02 Tel.: (D) 0832 6747708 / 9 E-mail : admin@cmmgroup.in Website : www.cmmgroup.in

4<sup>th</sup> July 2022

To,  
Ms. Giselle Melicia Gomes,  
#House No 75 Near Divar Ferryboat  
Ribandar- Goa

**OFFER LETTER**

Dear Ms. Giselle,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you in our organization as "Sales Executive". This offer is open to you provided you join our organization on or before 5<sup>th</sup> July 2022 and initially you will be deputed at our **Mercas Showroom**, located at **Mercas - Goa** on the following terms and conditions:

1. Your appointment is with effect from 5<sup>th</sup> July 2022 and said date will be consider for all the statutory obligation
2. You will be paid Monthly Net Salary of **Rs. 12,000/-** (Rupees Twelve Thousand only) as starting salary.

**Kindly Submit the following documents during joining: -**

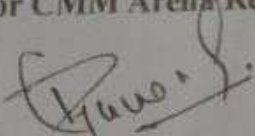
1. Photo copies of passing Certificates
2. Experience certificate of Last employer, if any
3. Two Passport Size Photographs
4. Copy of Pan Card
5. Address Proof (Aadhar Card)
6. Copy of Bank Pass Book / Cancelled Cheque
7. ESIC / UAN number, if any
8. Salary details (Salary Slip) copy of Last Employer if any
9. Copy of Relieving Letter / Resignation Letter of Last Employer, if any


If you accept this offer, your hire date will be as mention above.

We at CMM Group of Companies hope that you'll accept this job offer and look forward to welcoming you on board.

Thanking you,

For CMM Arena Retails Pvt. Ltd.

  
Pratap Gawade  
Sr. Manager - HR & Admin

  
I accept



To,

06 July, 2022

**Mr. Leroy Anthony Pereira**  
FF1, First Floor Trinity Center,  
Corlim, Goa.

**Fixed Term Contract Agreement**

Dear Leroy,

With reference to the discussions, you have had with us, we are pleased to appoint you as “**Executive Trainee - Marketing**” in the “**Marketing Department**” for our Group companies on **Fixed Term Contract** for **Six months** from **12<sup>th</sup> July, 2022** and ending on **11<sup>th</sup> January, 2023** on the following terms and conditions:

1. You will be paid a fixed amount of **Rs.15,000/- (Fifteen Thousand Only)** in hand per month post deduction of tax as per statutory rules.
2. In this capacity, you will report to the **Digital Marketing Manager** or any other person nominated by the company. However, your services could be transferred to any other Departments/Divisions of the Company. Notwithstanding your contract in this company, your services could be reassigned to any other company of the **(Arcis Clean Energy Pvt. Ltd.)** Group.
3. You may also be assigned such other duties as may become **(Arcis Clean Energy Pvt. Ltd.)** at the discretion of the Management in any Branch or office of the Company and/ or its Subsidiaries or Associate Companies.
4. Your contract will be considered for renewal based on a review of your performance at the end of this contract.
5. You will not be entitled to leaves during the first month of your service. Post completion of one months service you will be entitled to leaves as per the company leave policy.
6. This contract can be terminated by giving Thirty days’ notice on either side or payment in lieu of shortfall in this notice period.
7. You shall observe all rules and regulations of the company.
8. During the tenure of the assignment with the company, you will not engage yourself in any other assignments or gainful employment without consent of the management.

---

Registered Office: Plot No.22-B, GF-1, Happy Home Co-Op. Society, La Campala, Miramar, Goa - 403 001

Tel: + 91 832 2464684

Email: info@arcisenergy.com



9. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company and/ or its subsidiaries or Associate Companies and in case of any breach of trust, your appointment may be terminated by the Company without any notice.
10. The Company lays emphasis on all statutory compliances and you should ensure compliance with various statues in your area of operations.

Kindly sign a copy of this letter in acceptance of the above-mentioned terms and conditions and return the same for our records.

With best wishes,

**For Arcis Clean Energy Pvt. Ltd.,**



**Sandeep Mukherjee**  
COO & Co-Founder



**Samarth Kholkar**  
CEO & Co-Founder

Accepted: \_\_\_\_\_

Date: \_\_\_\_\_

To,  
**Ms. Naina Narvekar**  
Narvekar Building,  
Carmibhat, Mercedes, Goa.

06 July, 2022

**Fixed Term Contract Agreement**

Dear Naina,

With reference to the discussions, you have had with us, we are pleased to appoint you as “**Executive Trainee - E - Commerce**” in the “**Marketing Department**” for our Group companies on **Fixed Term Contract** for **Six months** from **12<sup>th</sup> July, 2022** and ending on **11<sup>th</sup> January, 2023** on the following terms and conditions:

1. You will be paid a fixed amount of **Rs.15,000/- (Fifteen Thousand Only)** in hand per month post deduction of tax as per statutory rules.
2. In this capacity, you will report to the **Digital Marketing Manager** or any other person nominated by the company. However, your services could be transferred to any other Departments/Divisions of the Company. Notwithstanding your contract in this company, your services could be reassigned to any other company of the (**Arcis Clean Energy Pvt. Ltd.**) Group.
3. You may also be assigned such other duties as may become (**Arcis Clean Energy Pvt. Ltd.**) at the discretion of the Management in any Branch or office of the Company and/ or its Subsidiaries or Associate Companies.
4. Your contract will be considered for renewal based on a review of your performance at the end of this contract.
5. You will not be entitled to leaves during the first month of your service. Post completion of one months service you will be entitled to leaves as per the company leave policy.
6. This contract can be terminated by giving Thirty days’ notice on either side or payment in lieu of shortfall in this notice period.
7. You shall observe all rules and regulations of the company.
8. During the tenure of the assignment with the company, you will not engage yourself in any other assignments or gainful employment without consent of the management.

9. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company and/ or its subsidiaries or Associate Companies and in case of any breach of trust, your appointment may be terminated by the Company without any notice.
10. The Company lays emphasis on all statutory compliances and you should ensure compliance with various statues in your area of operations.

Kindly sign a copy of this letter in acceptance of the above-mentioned terms and conditions and return the same for our records.

With best wishes,

**For Arcis Clean Energy Pvt. Ltd.,**



**Sandeep Mukherjee**  
COO & Co-Founder



**Samarth Kholkar**  
CEO & Co-Founder

Accepted: \_\_\_\_\_

Date: \_\_\_\_\_





To,  
**Ms. Harish Soni**  
T-3, Balaji Mansion,  
Varkhandem, Ponda,  
Goa.

06 July, 2022

**Fixed Term Contract Agreement**

Dear Harish,

With reference to the discussions, you have had with us, we are pleased to appoint you as “**Trainee - EV Expert**” in the “**Sales Department**” for our Group companies on Fixed Term Contract for Six months from 12th July, 2022 and ending on 11th January, 2023 on the following terms and conditions:

1. You will be paid a fixed amount of **Rs.20,000/- (Twenty Thousand Only)** in hand per month post deduction of tax as per statutory rules.
2. You will be entitled to incentives for the sale of EV per unit more than 50000/- at the rate of 1.5% of value per unit and for sale of EV per unit less than 50000/- at the rate of 1.25% of the value per unit.
3. In this capacity, you will report to the **General Manager Operations** or any other person nominated by the company. However, your services could be transferred to any other Departments/Divisions of the Company. Notwithstanding your contract in this company, your services could be reassigned to any other company of the (**Arcis Clean Energy Pvt. Ltd.**) Group.
4. You may also be assigned such other duties as may become (**Arcis Clean Energy Pvt. Ltd.**) at the discretion of the Management in any Branch or office of the Company and/ or its Subsidiaries or Associate Companies.
5. Your contract will be considered for renewal based on a review of your performance at the end of this contract.
6. You will not be entitled to leaves during the first month of your service. Post completion of one months service you will be entitled to leaves as per the company leave policy.
7. This contract can be terminated by giving Thirty days’ notice on either side or payment in lieu of shortfall in this notice period.
8. You shall observe all rules and regulations of the company.
9. During the tenure of the assignment with the company, you will not engage yourself in any other assignments or gainful employment without consent of the management.

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Registered Office: Plot No.22-B, GF-1, Happy Home Co-Op. Society, La Campala, Miramar, Goa - 403 001

Tel: + 91 832 2464684

Email: info@arcisenergy.com

10. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company and/ or its subsidiaries or Associate Companies and in case of any breach of trust, your appointment may be terminated by the Company without any notice.
11. The Company lays emphasis on all statutory compliances and you should ensure compliance with various statues in your area of operations.

Kindly sign a copy of this letter in acceptance of the above-mentioned terms and conditions and return the same for our records.

With best wishes,

**For Arcis Clean Energy Pvt. Ltd.,**



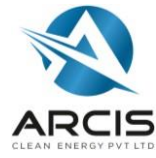
**Sandeep Mukherjee**  
COO & Co-Founder



**Samarth Kholkar**  
CEO & Co-Founder

Accepted: \_\_\_\_\_

Date: \_\_\_\_\_



To,  
**Mr. Saish Kunde**  
Aquem,  
Margao, Goa.

06 July, 2022

**Fixed Term Contract Agreement**

Dear Saish,

With reference to the discussions, you have had with us, we are pleased to appoint you as “**Trainee - EV Expert**” in the “**Sales Department**” for our Group companies on Fixed Term Contract for Six months from 12th July, 2022 and ending on 11th January, 2023 on the following terms and conditions:

1. You will be paid a fixed amount of **Rs.20,000/- (Twenty Thousand Only)** in hand per month post deduction of tax as per statutory rules.
2. You will be entitled to incentives for the sale of EV per unit more than 50000/- at the rate of 1.5% of value per unit and for sale of EV per unit less than 50000/- at the rate of 1.25% of the value per unit.
3. In this capacity, you will report to the **General Manager Operations** or any other person nominated by the company. However, your services could be transferred to any other Departments/Divisions of the Company. Notwithstanding your contract in this company, your services could be reassigned to any other company of the (**Arcis Clean Energy Pvt. Ltd.**) Group.
4. You may also be assigned such other duties as may become (**Arcis Clean Energy Pvt. Ltd.**) at the discretion of the Management in any Branch or office of the Company and/ or its Subsidiaries or Associate Companies.
5. Your contract will be considered for renewal based on a review of your performance at the end of this contract.
6. You will not be entitled to leaves during the first month of your service. Post completion of one months service you will be entitled to leaves as per the company leave policy.
7. This contract can be terminated by giving Thirty days’ notice on either side or payment in lieu of shortfall in this notice period.
8. You shall observe all rules and regulations of the company.
9. During the tenure of the assignment with the company, you will not engage yourself in any other assignments or gainful employment without consent of the management.

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10. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company and/ or its subsidiaries or Associate Companies and in case of any breach of trust, your appointment may be terminated by the Company without any notice.
11. The Company lays emphasis on all statutory compliances and you should ensure compliance with various statues in your area of operations.

Kindly sign a copy of this letter in acceptance of the above-mentioned terms and conditions and return the same for our records.

With best wishes,

**For Arcis Clean Energy Pvt. Ltd.,**



**Sandeep Mukherjee**  
COO & Co-Founder



**Samarth Kholkar**  
CEO & Co-Founder

Accepted: \_\_\_\_\_

Date: \_\_\_\_\_

**RELIANCE**

**NIPPON LIFE  
INSURANCE**

Reliance Nippon Life Insurance Company Limited.

Registered & Corporate Office: Unit Nos. 401B, 402, 403 & 404,  
4th Floor, Inspire-BKC, G Block, BKC Main Road, Bandra Kurla  
Complex, Bandra East, Mumbai- 400051. India.

T: +91 22 6896 5000

rnlife.customerservice@relianceada.com.

www.reliancenipponlife.com

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CIN: U66010MH2001PLC167089

**July 11, 2022**

**Mr./Ms. ASHISH AUDHUT BORKAR,**

1/F Shantaban Housing Complex, Mercedes Chimbel Road,

Merces GOA-403005

**Dear ASHISH AUDHUT BORKAR,**

With reference to your candidature for suitable career opportunity in the organization and to our subsequent discussions, we are pleased to appoint you as **Sr Agency Recruitment & Development Mgr** in the band and grade **ILFA-RNLIC in Agency** on the following terms and conditions:

**01. PLACE OF POSTING:**

This appointment takes effect from your date of joining which shall not be later than July 12, 2022 your posting will be at GO - Panjim and you will be reporting to the Branch Manager at your place of posting.

However, during employment with the Company, you may be posted / transferred to any of the offices / projects / divisions / departments /units of the Company or any of the Group companies, associates or affiliates either existing or to be set up anywhere in India or abroad, without any additional remuneration.

**02. SALARY :**

Your designation will be **Sr Agency Recruitment & Development Mgr** under **ILFA-RNLIC** & your **Annual Cost to Company will be Rs. 252000 /- TWO LAKH FIFTY TWO THOUSAND ONLY** For detailed structure please refer Annexure A.

You will be governed always by the policies, procedures and rules of the company related to the salary, allowances, benefits and perquisites which are specified in this appointment letter. Further, the company, at its sole discretion, may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies without prejudice.

Page : 1



HR/Joining Kit/Sales/Ver 1.4/1st

A Reliance Capital Company

Reliance Nippon Life Insurance Company Limited(formerly known as Reliance Life Insurance Company Limited).

Reliance Nippon Life Insurance Company Limited.

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CIN: U66010MH2001PLC167089

### **03. PROVIDENT FUND SCHEME:**

You will be eligible to become a member of the Provident Fund Scheme immediately on joining, as per the rules in force from time. The Company contribution under this scheme is fixed at 12% of your Basic with a matching compulsory contribution from you. You will be required to submit necessary enrolment/transfer forms to the HR Department immediately upon your joining.

### **04. GRATUITY:**

The gratuity will be paid in accordance to the Gratuity Act. You will be eligible for the gratuity payout post the completion of 4 years and 8 months of continued services from your date of joining. This is liable to change in accordance with the amendment in the Gratuity Act from time to time as applicable.

### **05. PROBATION / CONFIRMATION:**

- a) You will be under probation for a period of 6 months. Your performance will be reviewed on monthly basis and necessary instruction/advise/support/feedback will be provided to you.
- b) You will be mandatorily required to submit Daily sales Report (DSR) on daily basis to your reporting manager.
- c) On completion of the six months, company will again review your performance in terms of your achievement of goal sheet and on its discretion, may absorb or extend or relieve you (as the case may be) from the organization.
- d) In case your performance is found to be less than satisfactory, then the company may extend your training period for a period of one month to a maximum of three months, at its sole discretion and review your performance. However, if your performance is still average and does not show improvement, then you will be relieved from the company on completion of the extended period.





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#### **06. MEDICAL FITNESS:**

You are required to declare to the management about any serious ailments or critical illness which you are suffering. The Management has the right to get you medically examined by any certified medical practitioner for the same or for any other reason, during the period of your service. In case you are found medically unfit to continue with the job, 30 days' time to regain your fitness will be given. In case you do not regain your fitness within the said period of 30 days, your services shall be liable to termination at the sole discretion of the management

#### **07. DUTIES AND RESPONSIBILITIES:**

Your duties are entirely supervisory/managerial in nature and the Company will expect you to work with a high standard of initiative, efficiency and economy and encourage and motivate people under you to achieve optimum output. You will perform, observe and confirm to such duties, directions and instructions assigned or communicated to you by the company and those in authority over you.

You will be required to attend a mandatory residential induction / training programs as defined by the company. You would be required to mandatorily submit a qualified DSR (Daily Sales Report) in electronic or physical form as applicable on a daily basis. The DSR will be considered valid and qualified only after the reporting manager has validated and approved the same. In case of rejection of the same or non-submission of the same, your attendance for that particular day will be impacted and will lead to salary / leave deduction as the case may be. A DSR would be considered to be invalid in case of forgery, misrepresentation of data, not meeting the minimum mandated norms of a DSR, commission of an act involving moral turpitude, act of indiscipline or inefficiency.

You will devote your entire time to the work of the Company and will not undertake any direct/indirect business or work, honorary or remunerator except with the written permission of the Management in each case. Contravention of this will lead to the termination of your service without any notice or any compensation in lieu of such notice.

i) You shall not seek membership of any local or public bodies or political party without first obtaining written permission from the Management.

ii) You shall neither divulge nor give out information to any unauthorized person during the period of

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your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of your being our employee.

iii) You shall keep confidential all the information and material provided to you by the Company or by its clients concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

iv) You will disclose to us forthwith any discovery, invention, process or improvement made or discovered by you while in our service, and such discovery, invention, process or improvement shall belong absolutely to and be the sole and absolute property of the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Latter's Patent, Licenses or other rights, privileges or protection as may be directed by us in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in our favour or in favour of such other person or persons, firms or companies, as we may direct as the sole beneficiary thereof.

v) You will not enter into any commitments or dealings on behalf of the Company for which you have no clear authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company or those in authority over you.

vi) You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.

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**08.TERMINATION OF SERVICE:**

i) You will automatically retire from the service of the company on attaining the superannuation age of 58 years.

Notwithstanding the aforementioned, the Company shall be entitled to terminate your employment without Notice, and Compensation in any of the following events:

- 1.If you are, in the opinion of the Company, guilty of dishonesty, misconduct or negligence in the performance of your duties.
- 2.If you have been found to have committed a serious breach or continual material breach of any of your duties or obligations.
- 3.Loss of confidence or trust.
- 4.Any absence of more than 8 days without authorization or extending the sanctioned leave for more than 8 days without proper approval, will be deemed to be considered as a case of " Voluntary abandonment".
- 5.Commission of an act involving moral turpitude.
- 6.Non-performance as per the requirement of the company, defined from time to time.
- 7.Non-adherence to the standards of the company, which may include, amongst other things "zero business" or "zero input activities" or Nil attendance in the first month of your joining the organization.

ii) During probation, your services are liable to be terminated without any notice or salary in lieu thereof. On satisfactory completion of the probation period and confirmation of your services, this contract can be terminated by either party by giving to the other 7 days notice in writing or compensation (on CTC basis) in lieu thereof; provided that such notice or compensation in lieu of shall not be payable by the Company to you in the event of any contravention or violation by you, of any of the provisions set forth in this appointment letter. However, in event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 7 days, without any pay in lieu of the notice period.

iii) Any employee who does not serve the required notice period, will have to pay salary in lieu of notice period. If the employee fails to do so, the same will be recovered from the Full & Final settlement.





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#### 09. GENERAL:

- i) You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad. You will diligently and beneficially take part in the training and such assignments. The cost of such training including the travel fare and related expenses will be borne by the Company subject to agreements to be drawn up and signed by the Company and you specifying minimum number of years you will serve the Company after such training and providing for payment of liquidated damages by you to the Company proportionate to the years of service remaining to be rendered, in the event you voluntarily terminate the contract of service or this appointment, as the case may be, prior to the expiry of the agreed period of service referred to herein above.
- ii) Amount in lieu of not serving the Notice period or any other deductions, will be recovered from your full & final settlement
- iii) You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time.
- iv) You are mandatorily required to complete the daily sales activities as may be instructed from time to time. Failure to complete the same, will attract proportionate salary deduction on the principle of "No Work - No Pay".
- v) Your age mentioned in the Matriculation / Higher Secondary Certificate / Birth certificate / leaving certificate will be deemed to be the conclusive proof of your date of birth.
- vi) You need to mandatorily submit copy of Aadhar Card at the time of joining.
- vii) You will intimate in writing to the Management any change of address within a week from change of the same, failing which, any communication sent on your last recorded address shall be deemed to have been served on you.
- viii) You will hand over the charge of letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company.
- ix) The present designation is subject to change depending upon work assignment from time to time.

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CIN: U66010MH2001PLC167089

- x) You are required to go through the company's policies mentioned in the "Employee Handbook" and revert with any queries, if any, within 15 days of joining, through your reporting manager.
- xi) You shall be required to sign and abide by the Rules and Regulations which the Company has at this level and shall undertake to sign such declarations that the Policy may demand from time to time.
- xii) The Company shall carry out background verification checks of all your credentials based on the details/information provided by you during your interaction with the Company, the written representation made by you and the various documents submitted by you to the Company. Please note, your appointment and services with the Company is subject to satisfactory background verification of the Company, and the Company reserves the sole right and discretion to take disciplinary action as per the policy, which may include withdraw of the appointment / termination from services in case any detail/information provided by you is found to be incorrect, misleading and/or false, whether in whole or in part.
- xiii) You will be eligible benefits by the policies, procedures and rules of the company, applicable from your date of joining. Further, the company, at its sole discretion, may modify or change such benefits from time to time in accordance with its policies without prejudice.



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#### 10. Mandatory Requirement - Handset

You are required to have a smart phone with below mandatory specification. Kindly ensure that you have a handset with required specifications before you join the company.

- **Smartphone- Android (5.0 and above)**
- **Memory - Minimum 2GB or more RAM**
- **Camera - Selfie /Front camera**
- **Mic - Should be in working condition**
- **Space - Min 750 MB free space**
- **Working OTG port (Micro USB) for biometric device (plug and play USB device) connection**
- **Connectivity - Minimum 3G**
- **GPS**

11. Please refer Annexure 1, 2, 3 and A attached with this Offer cum Appointment letter for other terms and conditions of your employment.



**RELIANCE**

**NIPPON LIFE  
INSURANCE**

**Reliance Nippon Life Insurance Company Limited.**

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rnlife.customerservice@relianceada.com.  
www.reliancenipponlife.com  
IRDAI Registration No: 121  
CIN: U66010MH2001PLC167089

Acceptance letter and all future correspondence should be addressed **confidentially** to:

**HR LIFE  
Reliance Nippon Life Insurance,  
9th Floor, R-tech park, Nirlon Compound,  
Near Hub, Goregaon (East),  
Mumbai - 400063**

**Please note that your terms of employment (including the remuneration) should be treated in strict confidence.**

We look forward to your joining our team for a long, successful and mutually beneficial association.

Sincerely yours,

**For Reliance Nippon Life Insurance Company Limited,**



**National Head - Talent Acquisition  
Human Resources**

**Signature of the Employee: \_\_\_\_\_  
Date of joining: July 12, 2022**

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HR/Joining Kit/Sales/Ver 1.4/1st

Reliance Nippon Life Insurance Company Limited.  
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**ACKNOWLEDGEMENT & ACCEPTANCE**

I have read and understood the above terms and conditions and hereby signify my acceptance of the same.

I would be joining Reliance from \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

This letter of appointment shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

**Following is a checklist mentioning the necessary documents to be submitted on the Day of joining. Your first salary will be processed subject to your submission /completion of joining formalities/documents.**

**In order to expedite the Joining formalities / process, we request you to carry the originals of the documents along with a photocopy with you on the date of joining for verification/submission.**

- Xth (SSC), XIIth (HSC), Graduation, Post-Graduation Mark-sheets and Certificates (If not submitted before)
- Birth-date Proof (School Leaving Certificate or any of the documents mentioned hereinabove)
- Driving license or Passport Copy (For Identify Proof)
- Aadhar Card Copy
- PAN card copy
- Relieving letter of the previous Employer
- Last Pay-Slip (If not submitted before)
- A Personalized cancelled cheque (If you hold an account with HDFC/Axis/ICICI/SBI/Standard Chartered/Yes Bank, and would like to continue with the same as the corporate salary account with us).



**RELIANCE**

**NIPPON LIFE  
INSURANCE**

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- Provident fund Account details (In case the account needs to be transferred)
- 4 Passport Size Photographs in Navy Blue Background
- If you are opting for Conveyance Re-imbursement (Own Car), then Registration Papers of the four wheeler and the Vehicle papers.

**Signature**

\_\_\_\_\_

**Date**

\_\_\_\_\_

Page : 11



HR/Joining Kit/Sales/Ver 1.4/1st

A Reliance Capital Company

Reliance Nippon Life Insurance Company Limited(formerly known as Reliance Life Insurance Company Limited).



Reliance Nippon Life Insurance Company Limited.

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CIN: U66010MH2001PLC167089

### Annexure -1

#### CONFIDENTIALITY UNDERTAKING

I am aware that during the course of my employment with Reliance Life Insurance, or any of its branch in India or overseas, (hereinafter referred to as "RNLIC" which expression unless repugnant to the context shall mean and include its successors and permitted assigns). I will come into possession of or acquire valuable information / technical know - how and proprietary information in the area relating to the business of the Company. (Hereinafter referred to as "Confidential Information").

For the purpose of this Undertaking, the term Confidential Information shall mean and include all Business Plans, proprietary, secret information, technical data or know-how, formulae designs, photographs, drawings specification, software programs and samples and / or any other material bearing or incorporating any such information which is disclosed, which information, data or know - how is marked or stipulated as being 'Proprietary', 'Confidential', 'Strictly Private' or otherwise, using words or similar significance. Such disclosure may be made either directly or indirectly, in writing, orally or by drawings, plans or inspection of products, materials parts or equipment.

#### Intellectual Property means

- 1) All inventions [whether patentable or not and whether or not reduced to practice] all improvement thereto, and all patents, patent applications, and patent disclosures, together with all renewals, continuations, continuations - in - part, revisions, and extensions of the same.
- 2) All trademarks, service marks, trade dress, logos, names and corporate names, together with all translations, adaptations, derivations and combinations of the same and includes goodwill associated therewith and applications, registrations and renewals in connection therewith.
- 3) All copyrightable works, copyrights and applications, registrations and renewals in connection herewith.

Reliance Nippon Life Insurance Company Limited.

Registered & Corporate Office: Unit Nos. 401B, 402, 403 & 404,  
4th Floor, Inspire-BKC, G Block, BKC Main Road, Bandra Kurla  
Complex, Bandra East, Mumbai- 400051. India.

T: +91 22 6896 5000

rnlife.customerservice@relianceada.com.

www.reliancenipponlife.com

IRDAI Registration No: 121

CIN: U66010MH2001PLC167089

4) All mask works and applications, registrations and renewals in connection with the same.

5) All trade secrets and confidential business information, including ideas, research and development, know-how, formulas, compositions, manufacturing and production processes and techniques, technical data, design, drawings, specifications, customer and supplier lists, pricing and cost information and business and marketing plans and proposals.

6) All computer software, including data and related documentation.

**NOW THEREFORE THIS UNDERTAKING WITNESSETH AS FOLLOWS:**

1) I recognize, the importance of maintaining absolutely secret the information and undertake to use such information wholly and exclusively for the benefit of RNLIC. I shall not disclose the same to any person whether as an employee of the Company or not, except under general authority in the usual course of business of the Company or if so ordered by a court of law with competent jurisdiction and with prior written approval of RNLIC.

2) I recognise and undertake RNLIC has full and absolute title over all information made available or provided to me during the course of my employment with the Company, and I shall make no claim of any interest therein.

3) On cessation of employment with RNLIC for whatever reason, I shall return all information, notes, MIS reports, drawings, documents, storage devices, head set and other property of RNLIC, covering / relating to the information of RNLIC received / obtained by me during the course of my employment. I also undertake not to retain any copies of the above.

4) I further undertake, that, I shall not either during my service with RNLIC and for a period of two years after cessation or termination of my employment for whatever reason, divulge the information to any other party in any capacity whatsoever without obtaining the prior consent of RNLIC, which consent I understand the Company has absolute discretion and may decline to give without assigning any reasons and which decision of RNLIC shall not call in question.

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5) I further undertake, that, during my service with RNLIC shall not, either in the territory of India, or elsewhere in the world, directly or indirectly except after obtaining the prior written consent of RNLIC cause any employee of RNLIC to terminate his employment / relationship with RNLIC for the purposes of entering into any employment or other relationship with me or any business, firm or entity with which I am affiliated.

6) I also undertake that I shall promptly and fully disclose and assign to the Company all intellectual property rights including patents, design, copyright "know-how" and trademarks pertaining to inventions, new methods, discoveries and improvements, suggested by me, arising out of or in any way connected with my employment with the Company.

7) I also abide by the local rules and regulations of the entity I am working as applicable and amended from time to time.

8) I also agree that in the event of breach of these undertakings by me including without limitation the actual or threatened disclosure of the information, RNLIC will suffer irreparable injury. Accordingly, I agree that RNLIC shall be entitled to specific performance of my obligations in terms of the above undertaking, as well as such further injunctive relief as may be granted by a court of competent jurisdiction without prejudice to any other relief's, monetary or otherwise as it may be entitled to under law.

9) I acknowledge that no forbearance or tolerance on the party of RNLIC of any Breach of this bond by me shall constitute waiver of the requirements of this Agreement by RNLIC. I acknowledge that RNLIC shall continue to be entitled to enforce the terms of this Agreement nevertheless.

10) I acknowledge that this Agreement shall be governed and construed in accordance with the respective law of the Country where the undertaking signed by me and the place of breach is not relevant in this matter.

11) I agree that all disputes arising out of this undertaking shall be subject to resolution by binding





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arbitration in accordance with the Arbitration rules in the respective country and any amendments thereof in force and all disputes are subject to the jurisdiction of competent courts in the place where the registered office of the entity I am working is situated.

12) This Agreement constitutes the entire agreement between the parties on the subject and can be amended by RNLIC from time to time at the sole discretion of RNLIC.

13) I acknowledge that I was provided with an unsigned copy of this agreement in advance of signing the agreement and was given ample opportunity to read and seek whatever counsel related to the agreement, I may desire to understand the terms and conditions

I hereby, confirm, having read and understood the terms and conditions as specified in the letter and convey my acceptance of the same.

Name ASHISH AUDHUT BORKAR  
Signature \_\_\_\_\_  
Date \_\_\_\_\_

**RNLIC Representative:**

Name \_\_\_\_\_  
Title \_\_\_\_\_  
Signature \_\_\_\_\_



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## Annexure - 2

### NON - COMPETE AGREEMENT

- 1) The employee shall, during the period of assignment, work exclusively for the business of RNLIC.
- 2) All work performed in the course of assignment with RNLIC is exclusively for the benefit of RNLIC and the product of such work shall be "works-made-for-hire." RNLIC shall own all rights to such works and may make any use or non-use of such works without further payment or obligation to the EMPLOYEE.
- 3) The remuneration agreed upon between Employee and RNLIC is the sole payment for all services provided by the Employee. The Employee is not entitled to the payment of royalties or other forms of compensation for the works performed / developed in the course of assignment.
- 4) The Employee acknowledges that he / she has been furnished or may be furnished or may otherwise have received or have had access to or will receive or have access to information that includes but not limited to RNLIC' past, present, or future products, software, research, development, inventions, computer processes, techniques, designs, programs and codes, or other technical information and data names, addresses of Clients (including any of the affiliates, related entities, successors, or assigns of such Client or customer) and suppliers of forms, arrangements with such suppliers and Clients; buying habits or practices of any of RNLIC' Clients ; RNLIC' marketing methods, programs and related data, or other written records used in RNLIC' business; compensation paid to other Employees and independent contractors and other terms of their employment or contractual relationships; or any other confidential information of, about, or concerning the business of RNLIC, its manner of operations, or other data of any kind, nature of description (the "Proprietary Information"). The Employee agrees to preserve and protect the confidentiality of the Proprietary Information and all physical forms thereof, whether disclosed to the Employee before this Agreement is signed or afterward. In addition, the Employee shall not, during the employment and any time after the termination of employment, disclose or disseminate the Proprietary Information to any third party and shall not use the Proprietary Information for his / her own benefit or for the benefit of any third party without prior written approval of your Manager. In the event of a breach or threatened breach by the Employee of these provisions, RNLIC shall, in



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addition to other remedies, be entitled to an injunction in restraining the Employee from disclosing, in whole or in part, any such information or advertising concepts, or from rendering any services to any person, firm, or corporation to whom such information may be disclosed or is threatened to being disclosed. The foregoing obligations shall not apply to any information, which is publicly known. Within three days after RNLIC' request, the Employee shall return to RNLIC all copies of Proprietary Information in tangible form.

5) In the event of any termination for any reason whatsoever, the Employee shall not for a period of one year from the date of such termination, directly or indirectly, provide service to any Client where Employee previously provided services to the Client on behalf of RNLIC or was introduced through RNLIC. For the purposes of this paragraph, "introduced through RNLIC" means where a Client, Employee, Contractor, and other individual came to the attention of the Employee in any manner through RNLIC.

6) The employee acknowledges that RNLIC has spent considerable amount of resources in developing the relationship with the Client and an attempt by the Employee which results in a breach of the foregoing clause, will result in direct and foreseeable loss of business and damages to RNLIC.

In the event of breach of the aforesaid paragraph, Employee shall be liable to pay RNLIC, as liquidated damages, an amount equal to 100% (One hundred percent) of the Employee's annual compensation payable by the client. The right of such relief as mentioned in this paragraph shall be addition to and not in lieu of any other rights and remedies available to RNLIC at law or in equity.

7) If any of the provisions of this Agreement is declared invalid or unenforceable, the same shall not affect the remainder of the Agreement or rights or remedies, which shall be given full effect

Name ASHISH AUDHUT BORKAR

Signature \_\_\_\_\_

Date \_\_\_\_\_

Page : 17



HR/Joining Kit/Sales/Ver 1.4/1st

A Reliance Capital Company

Reliance Nippon Life Insurance Company Limited(formerly known as Reliance Life Insurance Company Limited).

Reliance Nippon Life Insurance Company Limited.  
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CIN: U66010MH2001PLC167089

**RNLIC Representative:**

Name \_\_\_\_\_ Title \_\_\_\_\_ Signature \_\_\_\_\_

**ANNEXURE - 3**

**Sub:** Mandatory Pre-Employment activities to be completed before Date of Joining.

In order to ensure, you enjoy a seamless joining-experience on your stipulated date of joining, you are required to successfully complete the three important mandatory pre-employment activities, which are as follows:

**Pre-Employment Activities:**

- 01. Training on RNLIC Edge application** - You are expected to successfully complete 3 training modules as assigned to you on RNLIC Edge application before your date of joining.
- 02. e-Joint Field Work (e-JFW)** - You are expected to complete 2 e-JFW activity with your Branch Manager before your date of joining.
- 03. Prospecting** - Applicable for all channels except for Agency channel - You are expected to complete prospecting (please refer to the below table for minimum prospecting required Channel wise) in Super Express system of RNLIC before your date of joining.

Channel	Minimum Prospecting
Agency	Not required to fulfil this condition
DM, Banca, TPD	5 Prospects
F2F	30 Prospects

Page : 18



HR/Joining Kit/Sales/Ver 1.4/1st



**RELIANCE**

**NIPPON LIFE  
INSURANCE**

**Reliance Nippon Life Insurance Company Limited.**

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IRDAI Registration No: 121

CIN: U66010MH2001PLC167089

Your joining with RNLIC will be confirmed only subject to successful completion of all the above mandatory pre-employment activities.

We would highly recommend you to, contact your Branch Manager today to discuss how he/she can help you in the best possible manner, in successfully completing the above required mandatory activities.

Congratulations and wishing you a successful career with RNLIC parivar.

**Thanks and Regards,**

**HR Department**

**Reliance Nippon Life Insurance Co. Ltd.**

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I hereby agree and ensure completion of the above three pre-conditions, failing which I am aware that this "Offer cum Appointment" letter will become null& void.

**Employee Signature**

**Name of the employee.**

Page : 19



HR/Joining Kit/Sales/Ver 1.4/1st

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CIN: U66010MH2001PLC167089

**Annexure A**

**SALARY ALLOCATION PLAN**

Name: Mr./Ms	ASHISH AUDHUT BORKAR
Location	GO - Panjim
Designation	Sr Agency Recruitment & Development Mgr
Department	Agency
Date of Joining	July 12, 2022
CTC Offered	Rs. 252000/-

Details of CTC :	Monthly (Rs)	Annual (Rs)
Basic	6,300.00	75,600.00
HRA	3,150.00	37,800.00
Field Activity allowance	9,086.00	109,032.00
Executive allowance	0.00	0.00
Adv. Bonus	525.00	6,300.00
<b>Gross Salary</b>	<b>19,061.00</b>	<b>228,732.00</b>
<b>Less Statutory Contribution</b>		
Employer Contribution to Provident Fund (12% of Basic Salary)	756.00	9,072.00



## NIPPON LIFE INSURANCE

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Gratuity Provision @4.81% on basic	303.00	3,636.00
Employer Contribution to ESIC	880.00	10,560.00
<b>Total CTC PM</b>	<b>21,000.00</b>	<b>252,000.00</b>

Signature: \_\_\_\_\_





## IWS FINSERV

AMFI- Registered Mutual Fund Distributor

**Date: 19/05/2022**

**Meenushka Solanki**

**La Campal Colony,  
Miramar, Panaji,  
Goa - 403001**



Sincerely,  
For and on Behalf of  
**IWS Finserv**  
*Dhruv Hrish Rajani*  
Dhruv Hrish Rajani  
Proprietor

Dear **Meenushka Solanki**,

This letter is to offer you a position with IWS Finserv. It is with great pleasure that we offer you the position of **Client Relationship Manager**. You will be based in Panaji, Goa. Based on your capabilities and accomplishments, I believe that your talents will not only benefit IWS Finserv but also that our mutual relationship will assist you in reaching your personal and professional goals.

Your detailed compensation plan will be given to you at the time of joining. Your compensation will be Rs. 15,000/- In figures (Rs. Fifteen Thousand In words Only) per month. Your compensation will also include Casual, Sick and Privilege leave and other benefits as per corporate policy.

I am anticipating that you will accept this offer by 21st May 2022. Upon joining you will be required to sign an "Employment Agreement". You will also be required to submit the following documents on the date of your reporting:

- Copy of PAN Card
- Aadhar card
- Bank details



You will be on probation for three months from the date of your joining. Your compensation will be Rs. 12,500/- In figures (Rs Twelve Thousand Five Hundred In words Only) per month during probation period. Your services will be confirmed in writing after the successful completion of your probation period. The probation period may be extended if your performance does not meet expectations.

Please indicate your acceptance of this offer by signing one copy of this letter in the space provided below. The additional copy is for your files.

I am eagerly looking forward to having you join our team. Should you have any questions, please do not hesitate to contact me.

Sincerely:

For and on Behalf of,  
**IWS Finserv**

*Dhruv Harish Rajani*  
**Dhruv Harish Rajani**  
Proprietor



I accept this action as outlined above and confirm that my start date is:

**Signature:**

**Name:**

**Date**





## IWS FINSERV

AMFI- Registered Mutual Fund Distributor

**Date: 06/06/2022**

**Neil D'Souza**

**Sangolda, Goa**

Dear **Neil D'Souza,**

This letter is to offer you a position with IWS Finserv. It is with great pleasure that we offer you the position of **Client Relationship Manager**. You will be based in Panaji, Goa. Based on your capabilities and accomplishments, I believe that your talents will not only benefit IWS Finserv but also that our mutual relationship will assist you in reaching your personal and professional goals.

Your detailed compensation plan will be given to you at the time of joining. Your compensation will be Rs. 15,000/- In figures (Rs. Fifteen Thousand In words Only) per month. Your compensation will also include Casual, Sick and Privilege leave and other benefits as per corporate policy.

I am anticipating that you will accept this offer by 8th June 2022. Upon joining you will be required to sign an "Employment Agreement". You will also be required to submit the following documents on the date of your reporting:

- a. Copy of PAN Card
- b. Aadhar card
- c. Bank details



You will be on probation for three months from the date of your joining. Your compensation will be Rs. 12,500/- In figures (Rs Twelve Thousand Five Hundred In words Only) per month during probation period. Your services will be confirmed in writing after the successful completion of your probation period. The probation period may be extended if your performance does not meet expectations.

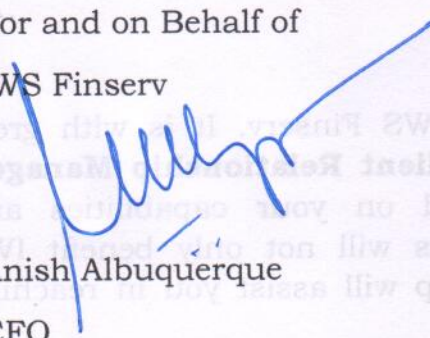
Please indicate your acceptance of this offer by signing one copy of this letter in the space provided below. The additional copy is for your files.

I am eagerly looking forward to having you join our team. Should you have any questions, please do not hesitate to contact me.

Sincerely:

For and on Behalf of

IWS Finserv

  
Anish Albuquerque

CFO

I accept this action as outlined above and confirm that my start date is:

**Signature:**

**Name:**

**Date**



To,  
**Mr. Reece Barretto**  
Mabor Cavelossim,  
Salcete, Goa.

07 June, 2022

**Fixed Term Contract Agreement**

Dear Reece,

With reference to the discussions, you have had with us, we are pleased to appoint you as “**Executive Trainee**” in the “**Marketing Department**” for our Group companies on **Fixed Term Contract** for **Six months** from **01<sup>st</sup> July, 2022** and ending on **31<sup>st</sup> December, 2023** on the following terms and conditions:

1. You will be paid a fixed amount of **Rs.15,000/- (Fifteen Thousand Only)** in hand per month post deduction of tax as per statutory rules.
2. In this capacity, you will report to the **General Manager Operations** or any other person nominated by the company. However, your services could be transferred to any other Departments/Divisions of the Company. Notwithstanding your contract in this company, your services could be reassigned to any other company of the (**Arcis Clean Energy Pvt. Ltd.**) Group.
3. You may also be assigned such other duties as may become (**Arcis Clean Energy Pvt. Ltd.**) at the discretion of the Management in any Branch or office of the Company and/ or its Subsidiaries or Associate Companies.
4. Your contract will be considered for renewal based on a review of your performance at the end of this contract.
5. You will not be entitled to leaves during the first month of your service. Post completion of one months service you will be entitled to leaves as per the company leave policy.
6. This contract can be terminated by giving Thirty days’ notice on either side or payment in lieu of shortfall in this notice period.
7. You shall observe all rules and regulations of the company.
8. During the tenure of the assignment with the company, you will not engage yourself in any other assignments or gainful employment without consent of the management.

---

Registered Office: Plot No.22-B, GF-1, Happy Home Co-Op. Society, La Campala, Miramar, Goa - 403 001

Tel: + 91 832 2464684

Email: info@arcisenergy.com



9. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company and/ or its subsidiaries or Associate Companies and in case of any breach of trust, your appointment may be terminated by the Company without any notice.
10. The Company lays emphasis on all statutory compliances and you should ensure compliance with various statues in your area of operations.

Kindly sign a copy of this letter in acceptance of the above-mentioned terms and conditions and return the same for our records.

With best wishes,

**For Arcis Clean Energy Pvt. Ltd.,**



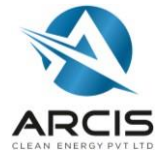
**Sandeep Mukherjee**  
COO & Co-Founder



**Samarth Kholkar**  
CEO & Co-Founder

Accepted: \_\_\_\_\_

Date: \_\_\_\_\_



To,

07 June, 2022

**Mr. Utkarsh Tiwari**

H.No.253/11, Supra Valley,  
New Pundalik Nagar, Porvorim,  
Goa.

**Fixed Term Contract Agreement**

Dear Utkarsh,

With reference to the discussions, you have had with us, we are pleased to appoint you as “**Executive Trainee**” in the “**Marketing Department**” for our Group companies on **Fixed Term Contract** for **Six months** from **13<sup>th</sup> June, 2022** and ending on **12<sup>th</sup> December, 2023** on the following terms and conditions:

1. You will be paid a fixed amount of **Rs.15,000/- (Fifteen Thousand Only)** in hand per month post deduction of tax as per statutory rules.
2. In this capacity, you will report to the **General Manager Operations** or any other person nominated by the company. However, your services could be transferred to any other Departments/Divisions of the Company. Notwithstanding your contract in this company, your services could be reassigned to any other company of the (**Arcis Clean Energy Pvt. Ltd.**) Group.
3. You may also be assigned such other duties as may become (**Arcis Clean Energy Pvt. Ltd.**) at the discretion of the Management in any Branch or office of the Company and/ or its Subsidiaries or Associate Companies.
4. Your contract will be considered for renewal based on a review of your performance at the end of this contract.
5. You will not be entitled to leaves during the first month of your service. Post completion of one months service you will be entitled to leaves as per the company leave policy.
6. This contract can be terminated by giving Thirty days’ notice on either side or payment in lieu of shortfall in this notice period.
7. You shall observe all rules and regulations of the company.
8. During the tenure of the assignment with the company, you will not engage yourself in any other assignments or gainful employment without consent of the management.

---

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9. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company and/ or its subsidiaries or Associate Companies and in case of any breach of trust, your appointment may be terminated by the Company without any notice.
10. The Company lays emphasis on all statutory compliances and you should ensure compliance with various statues in your area of operations.

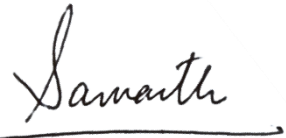
Kindly sign a copy of this letter in acceptance of the above-mentioned terms and conditions and return the same for our records.

With best wishes,

**For Arcis Clean Energy Pvt. Ltd.,**



**Sandeep Mukherjee**  
COO & Co-Founder



**Samarth Kholkar**  
CEO & Co-Founder

Accepted: \_\_\_\_\_

Date: \_\_\_\_\_

To,

07 June, 2022

**Ms. Kashvi Malkarnekar**

G 1, Datta Niwas, Near Chowgule College,  
Gogal Margao, Goa.

**Fixed Term Contract Agreement**

Dear Kashvi,

With reference to the discussions, you have had with us, we are pleased to appoint you as “**Executive Trainee**” in the “**Marketing Department**” for our Group companies on **Fixed Term Contract** for **Six months** from **13<sup>th</sup> June, 2022** and ending on **12<sup>th</sup> December, 2023** on the following terms and conditions:

1. You will be paid a fixed amount of **Rs.15,000/- (Fifteen Thousand Only)** in hand per month post deduction of tax as per statutory rules.
2. In this capacity, you will report to the **General Manager Operations** or any other person nominated by the company. However, your services could be transferred to any other Departments/Divisions of the Company. Notwithstanding your contract in this company, your services could be reassigned to any other company of the (**Arcis Clean Energy Pvt. Ltd.**) Group.
3. You may also be assigned such other duties as may become (**Arcis Clean Energy Pvt. Ltd.**) at the discretion of the Management in any Branch or office of the Company and/ or its Subsidiaries or Associate Companies.
4. Your contract will be considered for renewal based on a review of your performance at the end of this contract.
5. You will not be entitled to leaves during the first month of your service. Post completion of one months service you will be entitled to leaves as per the company leave policy.
6. This contract can be terminated by giving Thirty days’ notice on either side or payment in lieu of shortfall in this notice period.
7. You shall observe all rules and regulations of the company.
8. During the tenure of the assignment with the company, you will not engage yourself in any other assignments or gainful employment without consent of the management.



9. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company and/ or its subsidiaries or Associate Companies and in case of any breach of trust, your appointment may be terminated by the Company without any notice.
10. The Company lays emphasis on all statutory compliances and you should ensure compliance with various statues in your area of operations.

Kindly sign a copy of this letter in acceptance of the above-mentioned terms and conditions and return the same for our records.

With best wishes,

**For Arcis Clean Energy Pvt. Ltd.,**



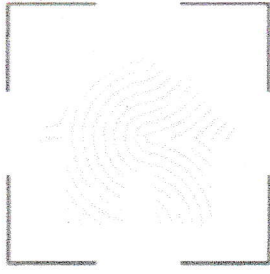
**Sandeep Mukherjee**  
COO & Co-Founder



**Samarth Kholkar**  
CEO & Co-Founder

Accepted: \_\_\_\_\_

Date: \_\_\_\_\_



# AARUSH

KITCHENS & LIVING SPACES

## OFFER LETTER

ICHHYA KC

Date: 15/06/2022

Add: Venkatesh Building

New Vaddem Vasco da Gama

Goa India

**SUB: OFFER LETTER FOR THE POST OF SALES EXECUTIVES**

Dear Ichhya KC

With reference to your application and subsequent interview, we are pleased to offer you the position of **SALES EXECUTIVES** in our Organisation **AARUSH KITCHENS & LIVING SPACES**

As discussed this offer will be subject to following Terms & Conditions.

1. Your Appointment Shall Commence Not Later than *20 June 2022*
2. You will Report to **Suraj Naik ( Proprietor)**
3. You Will Receive Annual Gross Compensation of **Rs. 2, 40,000/-** (Two Lakh Forty Thousand Only) as per the Prevailing Rules & Regulations.
4. Your probation Period Would be for 6 Months During Which Your Performance Will be Monitored.
5. You are required to submit the Document's Enlisted in **Annexure A** on your Date of Joining as a part of Joining Compliance.
6. Upon Joining, you will receive our appointment letter illustrating the standard Terms & Conditions of Service Along with Details of Total Compensation.

Kindly Sign and Return to the Undersigned the duplicate of this letter in acknowledgement of your acceptance of the above terms & conditions.

**Best Wishes!**

Yours Sincerely,

*Parvatkar*

Shradha Parvatkar

(Authorised Signatory)

**AARUSH KITCHENS & LIVING SPACES**

---

**DECLARATION**

I have read the above terms of employment and hereby declare that i have fully understood and declare the same to be binding on me in its entirety.

Name of the Employee: Ichhya K.C.

Signature : *Ichhya K.C.*

Date : 15/06/2022

Annexure A

1. Copy of Proof of Date of Birth
2. Copies of Proof of Education - (Highest Qualification Mark Sheet Copy/ Degree Certificate Copy)
3. Proof of Address
4. 3 Coloured Passport Sized Photographs.
5. Mandatorily required KYC Documents to Open a Salary A/c with our Banking Partners.





# AARUSH

KITCHENS & LIVING SPACES

## OFFER LETTER

SHYAM TIWARI

Date: 15/06/2022

Add: Orulem, Belabai

Vasco Goa

**SUB: OFFER LETTER FOR THE POST OF SALES EXECUTIVES**

Dear SHYAM TIWARI

With reference to your application and subsequent interview, we are pleased to offer you the position of **SALES EXECUTIVES** in our Organisation **AARUSH KITCHENS & LIVING SPACES**.

As discussed this offer will be subject to following Terms & Conditions.

1. Your Appointment Shall Commence Not Later than *20<sup>th</sup> June 2022*.
2. You will Report to **Suraj Naik ( Proprietor)**
3. You Will Receive Annual Gross Compensation of **Rs. 2, 40,000/-** (Two Lakh Forty Thousand Only) as per the Prevailing Rules & Regulations.
4. Your probation Period Would be for 6 Months During Which Your Performance Will be Monitored.
5. You are required to submit the Document's Enlisted in **Annexure A** on your Date of Joining as a part of Joining Compliance.
6. Upon Joining, you will receive our appointment letter illustrating the standard Terms & Conditions of Service Along with **Details** of Total Compensation.

Kindly Sign and Return to the Undersigned the duplicate of this letter in acknowledgement of your acceptance of the above terms & conditions.

**Best Wishes!**

Yours Sincerely,

*Shradha Parvatkar*

Shradha Parvatkar.

(Authorised Signatory)

**AARUSH KITCHENS & LIVING SPACES**

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**DECLARATION**

I have read the above terms of employment and hereby declare that i have fully understood and declare the same to be binding on me in its entirety.

Name of the Employee

: Shyam Tiwari

Signature

: *Shyam*

Date

: 15/06/2022

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Annexure A

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5. Mandatorily required KYC Documents to Open a Salary A/c with our Banking Partners.





# MANGAL ANALYTICS AND RESEARCH CONSULTING PRIVATE LIMITED

2<sup>nd</sup> Floor, CMM Building, Rua de Ourem,  
Panjim, Goa - 403001  
Ph.: +91-832-6631761/+91-9359628675

July 08, 2022

## APPOINTMENT LETTER

Anushree Dilip Savoiverenkar  
H No. 2012/12, Shri Dilip Palace  
Vasudha Colony, Alto St Cruz  
Tiswadi Goa

Dear Anushree,

We have pleasure in appointing you as “**Trainee - Buisness Development**” in our organization, effective from July 08, 2022 on the following terms and conditions:

### 1. Placement & Compensation

You will be on training for a period of 1 year w.e.f from July 08, 2022 your consolidate Monthly Stipend will be 15,000/- (**Fifteen Thousand Only**). You will be placed in the appropriate responsibility level of the firm; your role and responsibilities will be reviewed from time to time

### 2. Posting & Transfer

Your posting will be at the “Goa office”. However, you should be willing to travel within Goa for the firm related work as and when required.

### 3. Confidentiality

You will not, at any time, during the training or after disclose or divulge or make public any information regarding the firm’s affairs or administration or research carried out, whether the same is confided to you or becomes known to you in the course of your service or otherwise.

### 4. Past Records

This appointment has been made based on the information furnished in your application for and subsequent interviews. If, at any time in future, it comes to light that any of the information is incorrect or any relevant information has been withheld, then your employment is liable to be terminated without notice.

### 5. Termination of employment

The Company reserves the right to terminate services of trainees on grounds of misconduct or breach of the terms and conditions of the undertaking to be furnished by the trainee or violation of any rules and regulations or standing orders of the Company by giving seven calendar days’ notice or upon payment of stipend in lieu thereof. In case of resignation from services during the training period you shall serve two months’ notice.



**OFFER LETTER**

13 June 2022

Sujana Halgekar  
North Goa, Goa

Dear Sujana,

It is my pleasure to extend the following offer of employment with Dranding Consulting OPC Pvt Ltd. This offer is contingent upon you passing your background checking which includes our educational qualification documents, police clearance any other contingencies you may wish to state.

**Title:** Business Acceleration Executive

**Job Description:** You would be required to help build accelerate our business through aggressive business development plans like outbound activities (call, email & meetings), online & offline networking via LinkedIn & other business forums(online or offline), educate our clientele via content & build relevant partnerships, alliances & associations, not excluding marketing, client servicing, creative, digital and administrative responsibilities.

**Working Schedule:** This is a full-time position with an option of remote working. You will be working six days per week from Monday to Saturday from 10am-6.30pm (Mon to Fri) & 10am to 1pm(Sat)

**Joining Date:** We would require you to join at the earliest preferably 16<sup>th</sup> of June, 2022.

**Salary:** You will be paid a monthly salary of Rs 15,000. The fixed amount is subject to deductions for taxes and other withholdings as required by law or the policies of the company. An Incentive of Rs 10,000/- would be provided on meeting business goals which will be mutually set after a 3-month probation period.

**Non-Compete Agreement:** You are prohibited in engaging in a business that competes with our business nor engaging in freelance business. You cannot join any client/affiliate that you have been working with for atleast 3 months after terminating your agreement with us. A penalty of 3 months will be levied.

**Non-Disclosure Agreement:** You will not publish or disclose any confidential/trade secret information to any person without the prior written authorization of the company unless pursuant to your job duties to the company.

**Vacation and Personal Emergency Time Off:** You will be eligible for 21 days of paid vacation leave per year accrued at 1.5 leaves per month. Paid time off is additional to bank holidays and days that the company does not operate.

**Termination:** Your employment with Dranding Consulting OPC Pvt. Ltd. is at-will and either party can terminate the relationship at any time with a one-month notice. The company will withhold the salary incase the notice is not provided.

You acknowledge that this offer letter, represents the entire agreement between you and Dranding Consulting OPC Pvt. Ltd. No verbal or written agreements, promises or representations that are not specifically stated in this written job offer, are or will be binding upon the Dranding Consulting OPC Pvt. Ltd.

If you are in agreement with the above outline, please sign below. This offer is in effect from Dranding Consulting OPC Pvt. Ltd. for five business days.

Acceptance Signature Below:

Sujana Halgekar

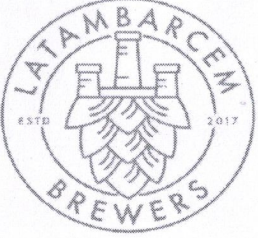
Date:



Signature:

Katya Priya Cordeiro

Director- Dranding Consulting OPC Pvt. Ltd.



PAN: AADCL4430B  
TAN: BLRL06310D  
GST: 30AADCL4430B1ZD  
CIN: U15400GA2017PTC013383

**June 30, 2022**

**Offer letter**

**Dear Ashish Panchal,**

We are pleased to offer you a position of *Management Trainee – Marketing & Merchandising* at Latamarcem Brewers Pvt. Ltd., Nanoda, Goa, effective from **4th July, 2022**. You will be on probation for 3 to 6 months. On successful completion of your training, you would be offered a permanent position in our company. We feel confident that you will contribute your skills and experience towards the growth of our organization. During the training period the monthly salary will be **Rs.18,000 CTC**.

As a full-time employee, you are also entitled to the standard company benefits package.

If you accept this offer, we would appreciate your signing and returning at your earliest convenience a copy of this letter to our HR. In case of any queries, please do not hesitate to contact us.

We look forward to welcoming you on board.

Yours sincerely,

Mr. Sooraj Suresh Kumar  
Co-Head of Operations  
Latamarcem Brewers Pvt. Ltd.

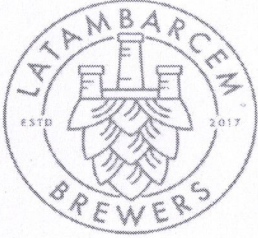
*I accept the above offer:*

Signature:

Name: Ashish Panchal

Date:





PAN: AADCL4430B  
TAN: BLRL06310D  
GST: 30AADCL4430B1ZD  
CIN: U15400GA2017PTC013383

**June 30, 2022**

### Offer letter

**Dear Prajkta Gadekar,**

We are pleased to offer you a position of *Management Trainee – Digital Marketing* at Latambarcem Brewers Pvt. Ltd., Nanoda, Goa, effective from **4th July, 2022**. You will be on probation for 3 to 6 months. On successful completion of your training, you would be offered a permanent position in our company. We feel confident that you will contribute your skills and experience towards the growth of our organization. During the training period the monthly salary will be **Rs.18,000 CTC**.

As a full-time employee, you are also entitled to the standard company benefits package.

If you accept this offer, we would appreciate your signing and returning at your earliest convenience a copy of this letter to our HR. In case of any queries, please do not hesitate to contact us.

We look forward to welcoming you on board.

Yours sincerely,

Mr. Sooraj Suresh Kumar  
Co-Head of Operations  
Latambarcem Brewers Pvt. Ltd.

*I accept the above offer:*

Signature:

Name: Prajkta Gadekar

Date:





PAN: AADCL4430B  
TAN: BLRL06310D  
GST: 30AADCL4430B1ZD  
CIN: U15400GA2017PTC013383

**June 30, 2022**

## Offer letter

**Dear Sudhish Kanguri,**

We are pleased to offer you a position of *Management Trainee - Marketing & Merchandising* at Latambarcem Brewers Pvt. Ltd., Nanoda, Goa, effective from **4th July, 2022**. You will be on probation for 3 to 6 months. On successful completion of your training, you would be offered a permanent position in our company. We feel confident that you will contribute your skills and experience towards the growth of our organization. During the training period the monthly salary will be **Rs.18,000 CTC**.

As a full-time employee, you are also entitled to the standard company benefits package.

If you accept this offer, we would appreciate your signing and returning at your earliest convenience a copy of this letter to our HR. In case of any queries, please do not hesitate to contact us.

We look forward to welcoming you on board.

Yours sincerely,

Mr. Sooraj Suresh Kumar  
Co-Head of Operations  
Latambarcem Brewers Pvt. Ltd.

*I accept the above offer:*

Signature:

Name: Sudhish Kanguri

Date:

June, 17th 2022

Bhupen Chati,  
H. No. 1251,  
Khursawaddo,  
Corona, Goa.

### Offer of Employment & Appointment letter

Dear Bhupen,

Congratulations!

We are pleased to extend you this offer of employment, the terms of which are set out below. Please note that this offer letter will serve as both an Appointment letter and official Employment Offer.

#### 1. APPOINTMENT

You will be appointed as a **Digital Service Analyst** to be based working from home until notified by your Manager to work from the office in Ribandar, Goa. You shall perform such duties as may from time to time be assigned to you and shall comply with all reasonable directions by your Manager.

This offer is valid until **18th June 2022** after which will be considered null and void.

As a **Digital Service Analyst** with us, your responsibilities will include, but not limited to (these duties may change at anytime):

- Define and execute SEO strategy towards the ultimate goal of increasing the visibility, traffic and acquisition of users for Webware's customers across the globe.
- Implement on-page SEO best practices such as optimized page titles, meta description, internal linking, keywords based content optimization, sitemap submission, social media bookmarking for the website and associated social media platforms.
- Execute ethical off-page SEO activities including directory submissions, citation listings and leveraging social media platforms.
- Keep track of key metrics indicating the organic search based traffic, user behavior and other relevant information.
- Keep track of SEO, search engine, social media and internet marketing industry trends and development.

This position of **Digital Service Analyst** may evolve to include additional responsibilities.

**2. START DATE AND TERM:** Your employment in this position will begin on **27th June 2022** for an unspecified term subject to termination and amendment as provided below.

**3. PLACE OF EMPLOYMENT and TIMING:** You will be working from home for this position until notified to work from the office and your timing will be 09.00 am IST to 06.00 pm IST.

**4. PROBATION PERIOD:** Your employment with PowerStores shall have a probationary period of three (3) months commencing from your start date. Your performance will then be reviewed by your Manager and/or Department Head and/or Human Resources and will either be confirmed, in writing, as being permanent or your employment will be terminated, without notice, except as required under the Indian employment standards act or any other applicable laws and/or any and all other applicable labour and employment legislation.

**5. PERFORMANCE REVIEW:** A performance review will occur before the expiry of your period of probation. Thereafter, you will receive an annual performance review. Your confirmation of services, an extension of the notice period, or termination from services will be decided on the basis of your first 3 months' performance. Any future salary increases/bonus shall be dependent upon the results of these performance reviews.

**6. SALARY AND COMPENSATION:** Your total package (*cost to company*) shall be Rs. 1,80,000 per annum subject to all deductions under the income Tax Act, 1961 and other provisions of the applicable laws from time to time. Detailed breakup of the salary is as given below. We calculate salary fortnightly; hence your salary will be paid around 7<sup>th</sup> and 21<sup>st</sup> of every month. Both the Company and the Employee will, if required by law, make contributions in accordance with the provisions specified in the employees' Provident Funds and Miscellaneous Provisions Act, 1952, at the rate applicable at the time of payment. Further, you would also (if eligible) be entitled to gratuity in accordance with the Payment of Gratuity Act, 1972.

**Salary Break Up**

PARTICULARS	AMOUNT	CTC	Deduction	Amount
Basic Salary	Rs. 7,500	Rs. 90,000	Provident Fund	Rs. 1,260
H. R. A.	Rs. 4,500	Rs. 54,000	ESIC	Rs. 113
Conveyance	Rs. 1,500	Rs. 18,000		
Special Allowance	Rs. 1,500	Rs. 18,000		
Salary for the Month	Rs. 15,000		Net Salary per month	Rs. 13,628
		Rs. 1,80,000		

**7. LEAVE ENTITLEMENT:** You will be entitled, during each 12-month period of your employment, to vacation with pay of 22 days, taken in accordance with company policy generally in effect from time to time. Your entitlement to vacation time will be prorated to the extent that you have not been or are not employed for a full calendar year. At the cessation of employment, vacation taken but not yet earned will be deducted from your final pay owing. Any leaves taken during the probation period will be considered as Loss of Pay.

**8. MATERNITY LEAVES (FOR FEMALE EMPLOYEES ONLY):** Subject to the provisions of the Maternity Benefit Act, 1961 every female employee who has been with the Company for not less than 80 days in the preceding twelve months of her date of expected delivery shall be eligible for maternity leave at her normal rate of pay for 26 weeks. Every female employee would also be entitled to receive such other benefits as are mandatorily required to be provided under the provisions of the Maternity Benefits Act, 1961.

**9. PUBLIC HOLIDAYS:** You shall be entitled to take 12 public holidays with pay per year. The current paid public holidays for 2020 are as follows:

India Holiday Calendar 2022		
Holiday	Date	Day
New Year's Day	January 3, 2022	Monday
Republic Day	January 26, 2022	Wednesday
Holi	March 18, 2022	Friday
Good Friday	April 15, 2022	Friday
Bakri Eid	July 11, 2022	Monday
Rakshabandhan	August 12, 2022	Friday
Independence Day	August 15, 2022	Monday
Ganesh Chaturthi	August 31, 2022	Tuesday
Dussera	October 5, 2022	Wednesday
Diwali	October 24, 2022	Monday
Diwali	October 25, 2022	Tuesday
Liberation Day	December 19, 2022	Monday
New Year (Observed Day)	January 2, 2023	Monday



## 10. GENERAL

a) **Notice of Termination:** This appointment/employment offer may be terminated by either party by way of notice in writing or by paying remuneration in lieu thereof.

- During Probation: 7 days
- After Confirmation: 30 days

We reserve the right to terminate your service at any time without notice should you be guilty of misdemeanors, misconduct, negligence or any breach of the terms and conditions of this agreement.

b) **Intellectual Property of other Employer(s):** We have extended this offer to you based upon your general knowledge, background, experience and skills and abilities and not because of your knowledge of your current employer's or any previous employer's trade secrets or other company-specific information. As a condition of employment with us, you agree not to disclose or use confidential or proprietary information or any trade secrets of any current or prior employer. In this regard, you should be extremely careful not to show or disclose any documents or other materials in tangible form belonging to or acquired from any current or prior employer. **Assignment of Intellectual Property:** During your employment with us, you will, without additional compensation, promptly disclose and, to the full extent allowed by law, shall hereby assign to us, all rights to which you may be entitled with respect to patents, trade secrets, copyrights, trademarks, designs, processes, methods, improvements, ideas, copyrightable works, and other intellectual property.

c) **Confidentiality:** All employees shall maintain total confidentiality of all processes and know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, all business-related information/documents/files, etc. to which you have access to directly or indirectly.

d) **Corporate Ethics:** Each employee will help us abide by all laws applicable to our business including copyrights, trademarks, privacy.

e) **Conflict of Interest:** As a full-time employee you shall not engage in any outside work, in any capacity, for remuneration or not, over and above the legitimate work with us on duty days, on holidays or when on leave without obtaining the management's prior permission in writing.

f) **Other Information:** The employee shall provide us his / her address of communication and any communication sent at such address shall be deemed to have been properly sent by us and received by the employee. Any change in residential address should be intimated to us within one week of such change. All employees are responsible for their personal income tax and other statutory deductions if required by Law

**11. TERMINATION WITH NOTICE:** Your employment with PowerStores E-Commerce Pvt. Ltd. is expected to be a mutually positive experience. However, in the event that your employment is terminated without just cause, you shall receive one-month written notice (after probation) or pay in lieu of notice, in accordance with your length of employment as of the date of your termination. During probation, 7 days notice will be given and paid in lieu.

## 12. TERMINATION FOR CAUSE:

It is understood that grounds for immediate termination without notice shall be:

- Solicitation of PowerStores clients for personal gain or profit;
- Use of information, creative ideas, and intellectual property and software ideas obtained during employment with PowerStores for personal gain or profit;
- Commission of a criminal offence punishable by law under the Criminal Procedure Code 1973 or any other statutes, relating directly to the duties of your position.
- Deliberate breach of your duties resulting in demonstrable, substantial loss to PowerStores.
- Theft, fraud, dishonesty, insubordination or misconduct involving the property, business or affairs of PowerStores or the carrying out of your duties.



- f) Fraudulent or falsification of personal and/or professional information or academic achievements stated on the application of employment or resume or by any other means.
- g) Violation of our Code of Conduct and Ethics and as amended from time to time

**13. CONFIDENTIALITY:** The term “Confidential Information” means any information or material that is proprietary to PowerStores, whether or not owned or developed by PowerStores, which is not generally known other than by PowerStores and which you may obtain through any direct or indirect contact with PowerStores.

You acknowledge and agree that you have acquired and will continue to acquire Confidential Information and trade secrets regarding the nature and character of PowerStores business, which information includes, but may not be limited to, the following:

- i. PowerStores business and financial records and plans, financial statements, employee or client lists and records, supplier information contact lists;
- ii. Technical information, data know-how relating to both existing and proposed services of PowerStores;
- iii. Initiatives, projects, creative ideas and strategic alliances undertaken or to be undertaken by PowerStores;
- iv. Products, product design information, processes, methods, equipment and business practices of PowerStores;
- v. Inventions, computer programs and listings, proprietary software concepts and implementation, user interface, source code and/or object code, software ideas developed during your employment with PowerStores, and all of PowerStores copyrights, trade secrets and other intellectual property;
- vi. Confidential information about any other employee or subcontractor at PowerStores, including personal files and compensation information;
- vii. PowerStores pricing structure and policies, quoting procedures, discounts and costs;
- viii. Confidential information about any other employee or subcontractor at PowerStores, including personal files and compensation information;
- ix. Any other materials or information related to the business or activities of PowerStores which are not generally known to others engaged in similar businesses or activities, and
- x. All ideas which are derived from or related to your access to or knowledge of any of the above enumerated materials and information.

For purposes of this definition, Confidential Information shall also include proprietary and confidential information of PowerStores customers including, but not limited to, customer creative designs, copyrights, trade secrets and other intellectual property, financial information, visitor orders, personally identifiable visitor information, which includes, but is not limited to, visitors name, street address, email address, purchase history and credit card information, customer transaction logs, books and records.

It is agreed by you that the right to maintain the confidentiality of such Confidential Information constitutes a proprietary right, which PowerStores is entitled to protect. You acknowledge that disclosure of any of such Confidential Information by you, either directly or indirectly, to any third party including PowerStores existing or potential competitors, or to the general public would be highly detrimental to PowerStores business and economic interests. You agree that you will not disclose such Confidential Information to any third party and will use your best efforts to maintain the secrecy of all of the confidential information received by you.

It is further agreed that all such Confidential Information acquired or obtained by you or which is in your possession at any time will not directly or indirectly be used by you in any manner whatsoever adverse in interest to the interest of

PowerStores. Furthermore, you agree that you will not disclose any such Confidential Information to others unless you obtain the written authorization of PowerStores prior to making any disclosure. Upon execution of this agreement you agree to return to PowerStores all tangible Confidential Information provided to you by PowerStores or obtained by you in any other manner.

Confidential Information does not include: matters of public knowledge that result from disclosure by PowerStores, information disclosed by you with prior written consent of PowerStores and any other information that both parties agree, in writing, is not confidential.

You agree not to copy or modify any Confidential Information without the prior written consent of PowerStores. You acknowledge and understand that if you disclose (or threaten to disclose) Confidential Information in violation of this agreement, PowerStores will be entitled to seek an injunction to restrain you from disclosing, in whole or in part, the Confidential Information. PowerStores shall also be entitled to pursue other remedies, including a claim for losses and damages.

Upon the written request of PowerStores, you shall return to PowerStores all written material containing any Confidential Information. You shall also sign a separate confidentiality agreement/s with the Company when requested by the Company to do so.

**14. EXCLUSIVITY:** You agree that during the term of this agreement you shall not, without first obtaining written authorization and approval from PowerStores, promote your own business or any other business interest or venture while performing services for or on behalf of PowerStores. Without restricting the generality of the foregoing, you shall not, while performing services for or on behalf of PowerStores, provide or distribute business cards or other promotional literature or materials other than those provided or approved in writing by PowerStores.

It is agreed that you shall not use the name PowerStores on any advertising or promotional material after the termination of this agreement.

**15. POLICIES AND PROCEDURES:** A full list of policies are made available in our information system after joining. By signing this agreement you agree to our policies and code of conduct which may be updated from time to time.

**16. ELIGIBILITY FOR WORK:** You confirm that you are legally eligible to work in India, and must inform us if you know of any reason why you may not be legally allowed to work in this country, either now or in the foreseeable future.

As you may be required to travel, as part of your training and work, you will be required to have a valid Indian passport, any visas / employment documentation will be provided to you by PowerStores at its expense.

You confirm that you are bondable and that you have never been convicted of a criminal offense for which you have not yet received a full pardon.

As a pre-condition of employment you consent to the Company completing, to its satisfaction, a background check including but not limited to reference checks, a criminal check and a credit check. A negative and/or unfavourable outcome from any one or all of the background checks will result in this employment offer becoming null and void effective immediately.

You confirm that you are not knowingly bound by any non-compete provisions of any current or former employers that would in any way restrict or impede your ability to fulfill the responsibilities and duties of this position.

You agree to identify and hold PowerStores harmless for any and all costs associated with any misrepresentation regarding your eligibility for work at PowerStores

**17. AMENDMENTS:** Any amendments to this agreement shall be in writing and signed on behalf of PowerStores and by you. This Agreement shall continue to govern your employment with PowerStores or any affiliate of PowerStores

notwithstanding any change in your position, place of employment, salary and benefits provided any such changes are communicated in writing to you by PowerStores.

**18. SEVERABILITY:** If any covenant, term, condition or provision of this agreement is found to be invalid, illegal or incapable of being enforced by reason of any rule of law or public policy, all remaining covenants, terms, conditions or provisions shall be considered severable and remain in full force and effect.

**19. APPLICATION:** The terms of this employment agreement are made subject to all applicable labour and employment legislation, and in the event of a conflict between any term of this agreement and the applicable legislation, the legislation shall prevail.

**20. TIMING:** Notwithstanding the date upon which you counter-sign this letter, the terms of this employment agreement shall be deemed to take effect as of the date of hire. The agreement shall be in full force and effect for an indefinite term subject to termination as provided above and amendment as provided below.

**21. COPY OF AGREEMENT:** You hereby acknowledge receipt of a copy of this agreement duly signed on behalf of PowerStores. If the foregoing are acceptable to you, would you please confirm this agreement by signing and returning to PowerStores the enclosed copy of this letter.

**22. SURVIVAL:** Notwithstanding any termination of this Agreement for any reason whatsoever, the provisions of sections, Non-Solicitation, Confidentiality, Company Property, and Ownership of Inventions and any other provisions of this Agreement necessary to give efficacy thereto shall continue in full force and effect following any such termination.

**23. GOVERNING LAW:** This agreement shall be governed in accordance with the laws of India. We look forward to you joining our team!

We are pleased to have you join us as a member of our staff and are looking forward to a challenging and rewarding relationship.

Yours truly,



**Cory York**  
**CEO – PowerStores E-commerce Pvt. Ltd.**

**ACCEPTANCE**

I have had an opportunity to read and review the terms of this employment agreement at my leisure and to obtain independent legal advice. I voluntarily agree to accept the terms of this employment agreement.

\_\_\_\_\_  
[CANDIDATE FIRST, LAST NAME, SIGNATURE]

Date: \_\_\_\_\_

June, 17th 2022

Renuka Nevgi,  
Flat no. A-5, Sanchayani Anant Vishwa,  
Aquem-Alto,  
Margao - Goa.

### Offer of Employment & Appointment letter

Dear Renuka,

Congratulations!

We are pleased to extend you this offer of employment, the terms of which are set out below. Please note that this offer letter will serve as both an Appointment letter and official Employment Offer.

#### 1. APPOINTMENT

You will be appointed as a **Digital Service Analyst** to be based working from home until notified by your Manager to work from the office in Ribandar, Goa. You shall perform such duties as may from time to time be assigned to you and shall comply with all reasonable directions by your Manager.

This offer is valid until **18th June 2022** after which will be considered null and void.

As a **Digital Service Analyst** with us, your responsibilities will include, but not limited to (these duties may change at anytime):

- Define and execute SEO strategy towards the ultimate goal of increasing the visibility, traffic and acquisition of users for Webware's customers across the globe.
- Implement on-page SEO best practices such as optimized page titles, meta description, internal linking, keywords based content optimization, sitemap submission, social media bookmarking for the website and associated social media platforms.
- Execute ethical off-page SEO activities including directory submissions, citation listings and leveraging social media platforms.
- Keep track of key metrics indicating the organic search based traffic, user behavior and other relevant information.
- Keep track of SEO, search engine, social media and internet marketing industry trends and development.

This position of **Digital Service Analyst** may evolve to include additional responsibilities.

**2. START DATE AND TERM:** Your employment in this position will begin on **27th June 2022** for an unspecified term subject to termination and amendment as provided below.

**3. PLACE OF EMPLOYMENT and TIMING:** You will be working from home for this position until notified to work from the office and your timing will be 09.00 am IST to 06.00 pm IST.

**4. PROBATION PERIOD:** Your employment with PowerStores shall have a probationary period of three (3) months commencing from your start date. Your performance will then be reviewed by your Manager and/or Department Head and/or Human Resources and will either be confirmed, in writing, as being permanent or your employment will be terminated, without notice, except as required under the Indian employment standards act or any other applicable laws and/or any and all other applicable labour and employment legislation.

**5. PERFORMANCE REVIEW:** A performance review will occur before the expiry of your period of probation. Thereafter, you will receive an annual performance review. Your confirmation of services, an extension of the notice period, or termination from services will be decided on the basis of your first 3 months' performance. Any future salary increases/bonus shall be dependent upon the results of these performance reviews.



**6. SALARY AND COMPENSATION:** Your total package (*cost to company*) shall be Rs. 1,80,000 per annum subject to all deductions under the income Tax Act, 1961 and other provisions of the applicable laws from time to time. Detailed breakup of the salary is as given below. We calculate salary fortnightly; hence your salary will be paid around 7<sup>th</sup> and 21<sup>st</sup> of every month. Both the Company and the Employee will, if required by law, make contributions in accordance with the provisions specified in the employees' Provident Funds and Miscellaneous Provisions Act, 1952, at the rate applicable at the time of payment. Further, you would also (if eligible) be entitled to gratuity in accordance with the Payment of Gratuity Act, 1972.

**Salary Break Up**

PARTICULARS	AMOUNT	CTC	Deduction	Amount
Basic Salary	Rs. 7,500	Rs. 90,000	Provident Fund	Rs. 1,260
H. R. A.	Rs. 4,500	Rs. 54,000	ESIC	Rs. 113
Conveyance	Rs. 1,500	Rs. 18,000		
Special Allowance	Rs. 1,500	Rs. 18,000		
Salary for the Month	Rs. 15,000		Net Salary per month	Rs. 13,628
		Rs. 1,80,000		

**7. LEAVE ENTITLEMENT:** You will be entitled, during each 12-month period of your employment, to vacation with pay of 22 days, taken in accordance with company policy generally in effect from time to time. Your entitlement to vacation time will be prorated to the extent that you have not been or are not employed for a full calendar year. At the cessation of employment, vacation taken but not yet earned will be deducted from your final pay owing. Any leaves taken during the probation period will be considered as Loss of Pay.

**8. MATERNITY LEAVES (FOR FEMALE EMPLOYEES ONLY):** Subject to the provisions of the Maternity Benefit Act, 1961 every female employee who has been with the Company for not less than 80 days in the preceding twelve months of her date of expected delivery shall be eligible for maternity leave at her normal rate of pay for 26 weeks. Every female employee would also be entitled to receive such other benefits as are mandatorily required to be provided under the provisions of the Maternity Benefits Act, 1961.

**9. PUBLIC HOLIDAYS:** You shall be entitled to take 12 public holidays with pay per year. The current paid public holidays for 2020 are as follows:

India Holiday Calendar 2022		
Holiday	Date	Day
New Year's Day	January 3, 2022	Monday
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Independence Day	August 15, 2022	Monday
Ganesh Chaturthi	August 31, 2022	Tuesday
Dussera	October 5, 2022	Wednesday
Diwali	October 24, 2022	Monday
Diwali	October 25, 2022	Tuesday
Liberation Day	December 19, 2022	Monday
New Year (Observed Day)	January 2, 2023	Monday

## 10. GENERAL

a) **Notice of Termination:** This appointment/employment offer may be terminated by either party by way of notice in writing or by paying remuneration in lieu thereof.

- During Probation: 7 days
- After Confirmation: 30 days

We reserve the right to terminate your service at any time without notice should you be guilty of misdemeanors, misconduct, negligence or any breach of the terms and conditions of this agreement.

b) **Intellectual Property of other Employer(s):** We have extended this offer to you based upon your general knowledge, background, experience and skills and abilities and not because of your knowledge of your current employer's or any previous employer's trade secrets or other company-specific information. As a condition of employment with us, you agree not to disclose or use confidential or proprietary information or any trade secrets of any current or prior employer. In this regard, you should be extremely careful not to show or disclose any documents or other materials in tangible form belonging to or acquired from any current or prior employer. **Assignment of Intellectual Property:** During your employment with us, you will, without additional compensation, promptly disclose and, to the full extent allowed by law, shall hereby assign to us, all rights to which you may be entitled with respect to patents, trade secrets, copyrights, trademarks, designs, processes, methods, improvements, ideas, copyrightable works, and other intellectual property.

c) **Confidentiality:** All employees shall maintain total confidentiality of all processes and know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, all business-related information/documents/files, etc. to which you have access to directly or indirectly.

d) **Corporate Ethics:** Each employee will help us abide by all laws applicable to our business including copyrights, trademarks, privacy.

e) **Conflict of Interest:** As a full-time employee you shall not engage in any outside work, in any capacity, for remuneration or not, over and above the legitimate work with us on duty days, on holidays or when on leave without obtaining the management's prior permission in writing.

f) **Other Information:** The employee shall provide us his / her address of communication and any communication sent at such address shall be deemed to have been properly sent by us and received by the employee. Any change in residential address should be intimated to us within one week of such change. All employees are responsible for their personal income tax and other statutory deductions if required by Law

**11. TERMINATION WITH NOTICE:** Your employment with PowerStores E-Commerce Pvt. Ltd. is expected to be a mutually positive experience. However, in the event that your employment is terminated without just cause, you shall receive one-month written notice (after probation) or pay in lieu of notice, in accordance with your length of employment as of the date of your termination. During probation, 7 days notice will be given and paid in lieu.

## 12. TERMINATION FOR CAUSE:

It is understood that grounds for immediate termination without notice shall be:

- Solicitation of PowerStores clients for personal gain or profit;
- Use of information, creative ideas, and intellectual property and software ideas obtained during employment with PowerStores for personal gain or profit;
- Commission of a criminal offence punishable by law under the Criminal Procedure Code 1973 or any other statutes, relating directly to the duties of your position.
- Deliberate breach of your duties resulting in demonstrable, substantial loss to PowerStores.
- Theft, fraud, dishonesty, insubordination or misconduct involving the property, business or affairs of PowerStores or the carrying out of your duties.

- f) Fraudulent or falsification of personal and/or professional information or academic achievements stated on the application of employment or resume or by any other means.
- g) Violation of our Code of Conduct and Ethics and as amended from time to time

**13. CONFIDENTIALITY:** The term “Confidential Information” means any information or material that is proprietary to PowerStores, whether or not owned or developed by PowerStores, which is not generally known other than by PowerStores and which you may obtain through any direct or indirect contact with PowerStores.

You acknowledge and agree that you have acquired and will continue to acquire Confidential Information and trade secrets regarding the nature and character of PowerStores business, which information includes, but may not be limited to, the following:

- i. PowerStores business and financial records and plans, financial statements, employee or client lists and records, supplier information contact lists;
- ii. Technical information, data know-how relating to both existing and proposed services of PowerStores;
- iii. Initiatives, projects, creative ideas and strategic alliances undertaken or to be undertaken by PowerStores;
- iv. Products, product design information, processes, methods, equipment and business practices of PowerStores;
- v. Inventions, computer programs and listings, proprietary software concepts and implementation, user interface, source code and/or object code, software ideas developed during your employment with PowerStores, and all of PowerStores copyrights, trade secrets and other intellectual property;
- vi. Confidential information about any other employee or subcontractor at PowerStores, including personal files and compensation information;
- vii. PowerStores pricing structure and policies, quoting procedures, discounts and costs;
- viii. Confidential information about any other employee or subcontractor at PowerStores, including personal files and compensation information;
- ix. Any other materials or information related to the business or activities of PowerStores which are not generally known to others engaged in similar businesses or activities, and
- x. All ideas which are derived from or related to your access to or knowledge of any of the above enumerated materials and information.

For purposes of this definition, Confidential Information shall also include proprietary and confidential information of PowerStores customers including, but not limited to, customer creative designs, copyrights, trade secrets and other intellectual property, financial information, visitor orders, personally identifiable visitor information, which includes, but is not limited to, visitors name, street address, email address, purchase history and credit card information, customer transaction logs, books and records.

It is agreed by you that the right to maintain the confidentiality of such Confidential Information constitutes a proprietary right, which PowerStores is entitled to protect. You acknowledge that disclosure of any of such Confidential Information by you, either directly or indirectly, to any third party including PowerStores existing or potential competitors, or to the general public would be highly detrimental to PowerStores business and economic interests. You agree that you will not disclose such Confidential Information to any third party and will use your best efforts to maintain the secrecy of all of the confidential information received by you.

It is further agreed that all such Confidential Information acquired or obtained by you or which is in your possession at any time will not directly or indirectly be used by you in any manner whatsoever adverse in interest to the interest of

PowerStores. Furthermore, you agree that you will not disclose any such Confidential Information to others unless you obtain the written authorization of PowerStores prior to making any disclosure. Upon execution of this agreement you agree to return to PowerStores all tangible Confidential Information provided to you by PowerStores or obtained by you in any other manner.

Confidential Information does not include: matters of public knowledge that result from disclosure by PowerStores, information disclosed by you with prior written consent of PowerStores and any other information that both parties agree, in writing, is not confidential.

You agree not to copy or modify any Confidential Information without the prior written consent of PowerStores. You acknowledge and understand that if you disclose (or threaten to disclose) Confidential Information in violation of this agreement, PowerStores will be entitled to seek an injunction to restrain you from disclosing, in whole or in part, the Confidential Information. PowerStores shall also be entitled to pursue other remedies, including a claim for losses and damages.

Upon the written request of PowerStores, you shall return to PowerStores all written material containing any Confidential Information. You shall also sign a separate confidentiality agreement/s with the Company when requested by the Company to do so.

**14. EXCLUSIVITY:** You agree that during the term of this agreement you shall not, without first obtaining written authorization and approval from PowerStores, promote your own business or any other business interest or venture while performing services for or on behalf of PowerStores. Without restricting the generality of the foregoing, you shall not, while performing services for or on behalf of PowerStores, provide or distribute business cards or other promotional literature or materials other than those provided or approved in writing by PowerStores.

It is agreed that you shall not use the name PowerStores on any advertising or promotional material after the termination of this agreement.

**15. POLICIES AND PROCEDURES:** A full list of policies are made available in our information system after joining. By signing this agreement you agree to our policies and code of conduct which may be updated from time to time.

**16. ELIGIBILITY FOR WORK:** You confirm that you are legally eligible to work in India, and must inform us if you know of any reason why you may not be legally allowed to work in this country, either now or in the foreseeable future.

As you may be required to travel, as part of your training and work, you will be required to have a valid Indian passport, any visas / employment documentation will be provided to you by PowerStores at its expense.

You confirm that you are bondable and that you have never been convicted of a criminal offense for which you have not yet received a full pardon.

As a pre-condition of employment you consent to the Company completing, to its satisfaction, a background check including but not limited to reference checks, a criminal check and a credit check. A negative and/or unfavourable outcome from any one or all of the background checks will result in this employment offer becoming null and void effective immediately.

You confirm that you are not knowingly bound by any non-compete provisions of any current or former employers that would in any way restrict or impede your ability to fulfill the responsibilities and duties of this position.

You agree to identify and hold PowerStores harmless for any and all costs associated with any misrepresentation regarding your eligibility for work at PowerStores

**17. AMENDMENTS:** Any amendments to this agreement shall be in writing and signed on behalf of PowerStores and by you. This Agreement shall continue to govern your employment with PowerStores or any affiliate of PowerStores



notwithstanding any change in your position, place of employment, salary and benefits provided any such changes are communicated in writing to you by PowerStores.

**18. SEVERABILITY:** If any covenant, term, condition or provision of this agreement is found to be invalid, illegal or incapable of being enforced by reason of any rule of law or public policy, all remaining covenants, terms, conditions or provisions shall be considered severable and remain in full force and effect.

**19. APPLICATION:** The terms of this employment agreement are made subject to all applicable labour and employment legislation, and in the event of a conflict between any term of this agreement and the applicable legislation, the legislation shall prevail.

**20. TIMING:** Notwithstanding the date upon which you counter-sign this letter, the terms of this employment agreement shall be deemed to take effect as of the date of hire. The agreement shall be in full force and effect for an indefinite term subject to termination as provided above and amendment as provided below.

**21. COPY OF AGREEMENT:** You hereby acknowledge receipt of a copy of this agreement duly signed on behalf of PowerStores. If the foregoing are acceptable to you, would you please confirm this agreement by signing and returning to PowerStores the enclosed copy of this letter.

**22. SURVIVAL:** Notwithstanding any termination of this Agreement for any reason whatsoever, the provisions of sections, Non-Solicitation, Confidentiality, Company Property, and Ownership of Inventions and any other provisions of this Agreement necessary to give efficacy thereto shall continue in full force and effect following any such termination.

**23. GOVERNING LAW:** This agreement shall be governed in accordance with the laws of India. We look forward to you joining our team!

We are pleased to have you join us as a member of our staff and are looking forward to a challenging and rewarding relationship.

Yours truly,



**Cory York**  
**CEO – PowerStores E-commerce Pvt. Ltd.**

**ACCEPTANCE**

I have had an opportunity to read and review the terms of this employment agreement at my leisure and to obtain independent legal advice. I voluntarily agree to accept the terms of this employment agreement.

\_\_\_\_\_  
[CANDIDATE FIRST, LAST NAME, SIGNATURE]

Date: \_\_\_\_\_

June, 17th 2022

Yash Nagda,  
1721/F, Sabnis Palace,  
Bungalow No.1, Alto Betim,  
Porvorim Goa(403521).

### Offer of Employment & Appointment letter

Dear Yash,

Congratulations!

We are pleased to extend you this offer of employment, the terms of which are set out below. Please note that this offer letter will serve as both an Appointment letter and official Employment Offer.

#### 1. APPOINTMENT

You will be appointed as a **Digital Service Analyst** to be based working from home until notified by your Manager to work from the office in Ribandar, Goa. You shall perform such duties as may from time to time be assigned to you and shall comply with all reasonable directions by your Manager.

This offer is valid until **18th June 2022** after which will be considered null and void.

As a **Digital Service Analyst** with us, your responsibilities will include, but not limited to (these duties may change at anytime):

- Define and execute SEO strategy towards the ultimate goal of increasing the visibility, traffic and acquisition of users for Webware's customers across the globe.
- Implement on-page SEO best practices such as optimized page titles, meta description, internal linking, keywords based content optimization, sitemap submission, social media bookmarking for the website and associated social media platforms.
- Execute ethical off-page SEO activities including directory submissions, citation listings and leveraging social media platforms.
- Keep track of key metrics indicating the organic search based traffic, user behavior and other relevant information.
- Keep track of SEO, search engine, social media and internet marketing industry trends and development.

This position of **Digital Service Analyst** may evolve to include additional responsibilities.

**2. START DATE AND TERM:** Your employment in this position will begin on **27th June 2022** for an unspecified term subject to termination and amendment as provided below.

**3. PLACE OF EMPLOYMENT and TIMING:** You will be working from home for this position until notified to work from the office and your timing will be 09.00 am IST to 06.00 pm IST.

**4. PROBATION PERIOD:** Your employment with PowerStores shall have a probationary period of three (3) months commencing from your start date. Your performance will then be reviewed by your Manager and/or Department Head and/or Human Resources and will either be confirmed, in writing, as being permanent or your employment will be terminated, without notice, except as required under the Indian employment standards act or any other applicable laws and/or any and all other applicable labour and employment legislation.

**5. PERFORMANCE REVIEW:** A performance review will occur before the expiry of your period of probation. Thereafter, you will receive an annual performance review. Your confirmation of services, an extension of the notice period, or termination from services will be decided on the basis of your first 3 months' performance. Any future salary increases/bonus shall be dependent upon the results of these performance reviews.

**6. SALARY AND COMPENSATION:** Your total package (*cost to company*) shall be Rs. 1,80,000 per annum subject to all deductions under the income Tax Act, 1961 and other provisions of the applicable laws from time to time. Detailed breakup of the salary is as given below. We calculate salary fortnightly; hence your salary will be paid around 7<sup>th</sup> and 21<sup>st</sup> of every month. Both the Company and the Employee will, if required by law, make contributions in accordance with the provisions specified in the employees' Provident Funds and Miscellaneous Provisions Act, 1952, at the rate applicable at the time of payment. Further, you would also (if eligible) be entitled to gratuity in accordance with the Payment of Gratuity Act, 1972.

**Salary Break Up**

PARTICULARS	AMOUNT	CTC	Deduction	Amount
Basic Salary	Rs. 7,500	Rs. 90,000	Provident Fund	Rs. 1,260
H. R. A.	Rs. 4,500	Rs. 54,000	ESIC	Rs. 113
Conveyance	Rs. 1,500	Rs. 18,000		
Special Allowance	Rs. 1,500	Rs. 18,000		
Salary for the Month	Rs. 15,000		Net Salary per month	Rs. 13,628
		Rs. 1,80,000		

**7. LEAVE ENTITLEMENT:** You will be entitled, during each 12-month period of your employment, to vacation with pay of 22 days, taken in accordance with company policy generally in effect from time to time. Your entitlement to vacation time will be prorated to the extent that you have not been or are not employed for a full calendar year. At the cessation of employment, vacation taken but not yet earned will be deducted from your final pay owing. Any leaves taken during the probation period will be considered as Loss of Pay.

**8. MATERNITY LEAVES (FOR FEMALE EMPLOYEES ONLY):** Subject to the provisions of the Maternity Benefit Act, 1961 every female employee who has been with the Company for not less than 80 days in the preceding twelve months of her date of expected delivery shall be eligible for maternity leave at her normal rate of pay for 26 weeks. Every female employee would also be entitled to receive such other benefits as are mandatorily required to be provided under the provisions of the Maternity Benefits Act, 1961.

**9. PUBLIC HOLIDAYS:** You shall be entitled to take 12 public holidays with pay per year. The current paid public holidays for 2020 are as follows:

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Diwali	October 25, 2022	Tuesday
Liberation Day	December 19, 2022	Monday
New Year (Observed Day)	January 2, 2023	Monday

## 10. GENERAL

a) **Notice of Termination:** This appointment/employment offer may be terminated by either party by way of notice in writing or by paying remuneration in lieu thereof.

- During Probation: 7 days
- After Confirmation: 30 days

We reserve the right to terminate your service at any time without notice should you be guilty of misdemeanors, misconduct, negligence or any breach of the terms and conditions of this agreement.

b) **Intellectual Property of other Employer(s):** We have extended this offer to you based upon your general knowledge, background, experience and skills and abilities and not because of your knowledge of your current employer's or any previous employer's trade secrets or other company-specific information. As a condition of employment with us, you agree not to disclose or use confidential or proprietary information or any trade secrets of any current or prior employer. In this regard, you should be extremely careful not to show or disclose any documents or other materials in tangible form belonging to or acquired from any current or prior employer. **Assignment of Intellectual Property:** During your employment with us, you will, without additional compensation, promptly disclose and, to the full extent allowed by law, shall hereby assign to us, all rights to which you may be entitled with respect to patents, trade secrets, copyrights, trademarks, designs, processes, methods, improvements, ideas, copyrightable works, and other intellectual property.

c) **Confidentiality:** All employees shall maintain total confidentiality of all processes and know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, all business-related information/documents/files, etc. to which you have access to directly or indirectly.

d) **Corporate Ethics:** Each employee will help us abide by all laws applicable to our business including copyrights, trademarks, privacy.

e) **Conflict of Interest:** As a full-time employee you shall not engage in any outside work, in any capacity, for remuneration or not, over and above the legitimate work with us on duty days, on holidays or when on leave without obtaining the management's prior permission in writing.

f) **Other Information:** The employee shall provide us his / her address of communication and any communication sent at such address shall be deemed to have been properly sent by us and received by the employee. Any change in residential address should be intimated to us within one week of such change. All employees are responsible for their personal income tax and other statutory deductions if required by Law

**11. TERMINATION WITH NOTICE:** Your employment with PowerStores E-Commerce Pvt. Ltd. is expected to be a mutually positive experience. However, in the event that your employment is terminated without just cause, you shall receive one-month written notice (after probation) or pay in lieu of notice, in accordance with your length of employment as of the date of your termination. During probation, 7 days notice will be given and paid in lieu.

## 12. TERMINATION FOR CAUSE:

It is understood that grounds for immediate termination without notice shall be:

- Solicitation of PowerStores clients for personal gain or profit;
- Use of information, creative ideas, and intellectual property and software ideas obtained during employment with PowerStores for personal gain or profit;
- Commission of a criminal offence punishable by law under the Criminal Procedure Code 1973 or any other statutes, relating directly to the duties of your position.
- Deliberate breach of your duties resulting in demonstrable, substantial loss to PowerStores.
- Theft, fraud, dishonesty, insubordination or misconduct involving the property, business or affairs of PowerStores or the carrying out of your duties.



- f) Fraudulent or falsification of personal and/or professional information or academic achievements stated on the application of employment or resume or by any other means.
- g) Violation of our Code of Conduct and Ethics and as amended from time to time

**13. CONFIDENTIALITY:** The term “Confidential Information” means any information or material that is proprietary to PowerStores, whether or not owned or developed by PowerStores, which is not generally known other than by PowerStores and which you may obtain through any direct or indirect contact with PowerStores.

You acknowledge and agree that you have acquired and will continue to acquire Confidential Information and trade secrets regarding the nature and character of PowerStores business, which information includes, but may not be limited to, the following:

- i. PowerStores business and financial records and plans, financial statements, employee or client lists and records, supplier information contact lists;
- ii. Technical information, data know-how relating to both existing and proposed services of PowerStores;
- iii. Initiatives, projects, creative ideas and strategic alliances undertaken or to be undertaken by PowerStores;
- iv. Products, product design information, processes, methods, equipment and business practices of PowerStores;
- v. Inventions, computer programs and listings, proprietary software concepts and implementation, user interface, source code and/or object code, software ideas developed during your employment with PowerStores, and all of PowerStores copyrights, trade secrets and other intellectual property;
- vi. Confidential information about any other employee or subcontractor at PowerStores, including personal files and compensation information;
- vii. PowerStores pricing structure and policies, quoting procedures, discounts and costs;
- viii. Confidential information about any other employee or subcontractor at PowerStores, including personal files and compensation information;
- ix. Any other materials or information related to the business or activities of PowerStores which are not generally known to others engaged in similar businesses or activities, and
- x. All ideas which are derived from or related to your access to or knowledge of any of the above enumerated materials and information.

For purposes of this definition, Confidential Information shall also include proprietary and confidential information of PowerStores customers including, but not limited to, customer creative designs, copyrights, trade secrets and other intellectual property, financial information, visitor orders, personally identifiable visitor information, which includes, but is not limited to, visitors name, street address, email address, purchase history and credit card information, customer transaction logs, books and records.

It is agreed by you that the right to maintain the confidentiality of such Confidential Information constitutes a proprietary right, which PowerStores is entitled to protect. You acknowledge that disclosure of any of such Confidential Information by you, either directly or indirectly, to any third party including PowerStores existing or potential competitors, or to the general public would be highly detrimental to PowerStores business and economic interests. You agree that you will not disclose such Confidential Information to any third party and will use your best efforts to maintain the secrecy of all of the confidential information received by you.

It is further agreed that all such Confidential Information acquired or obtained by you or which is in your possession at any time will not directly or indirectly be used by you in any manner whatsoever adverse in interest to the interest of

PowerStores. Furthermore, you agree that you will not disclose any such Confidential Information to others unless you obtain the written authorization of PowerStores prior to making any disclosure. Upon execution of this agreement you agree to return to PowerStores all tangible Confidential Information provided to you by PowerStores or obtained by you in any other manner.

Confidential Information does not include: matters of public knowledge that result from disclosure by PowerStores, information disclosed by you with prior written consent of PowerStores and any other information that both parties agree, in writing, is not confidential.

You agree not to copy or modify any Confidential Information without the prior written consent of PowerStores. You acknowledge and understand that if you disclose (or threaten to disclose) Confidential Information in violation of this agreement, PowerStores will be entitled to seek an injunction to restrain you from disclosing, in whole or in part, the Confidential Information. PowerStores shall also be entitled to pursue other remedies, including a claim for losses and damages.

Upon the written request of PowerStores, you shall return to PowerStores all written material containing any Confidential Information. You shall also sign a separate confidentiality agreement/s with the Company when requested by the Company to do so.

**14. EXCLUSIVITY:** You agree that during the term of this agreement you shall not, without first obtaining written authorization and approval from PowerStores, promote your own business or any other business interest or venture while performing services for or on behalf of PowerStores. Without restricting the generality of the foregoing, you shall not, while performing services for or on behalf of PowerStores, provide or distribute business cards or other promotional literature or materials other than those provided or approved in writing by PowerStores.

It is agreed that you shall not use the name PowerStores on any advertising or promotional material after the termination of this agreement.

**15. POLICIES AND PROCEDURES:** A full list of policies are made available in our information system after joining. By signing this agreement you agree to our policies and code of conduct which may be updated from time to time.

**16. ELIGIBILITY FOR WORK:** You confirm that you are legally eligible to work in India, and must inform us if you know of any reason why you may not be legally allowed to work in this country, either now or in the foreseeable future.

As you may be required to travel, as part of your training and work, you will be required to have a valid Indian passport, any visas / employment documentation will be provided to you by PowerStores at its expense.

You confirm that you are bondable and that you have never been convicted of a criminal offense for which you have not yet received a full pardon.

As a pre-condition of employment you consent to the Company completing, to its satisfaction, a background check including but not limited to reference checks, a criminal check and a credit check. A negative and/or unfavourable outcome from any one or all of the background checks will result in this employment offer becoming null and void effective immediately.

You confirm that you are not knowingly bound by any non-compete provisions of any current or former employers that would in any way restrict or impede your ability to fulfill the responsibilities and duties of this position.

You agree to identify and hold PowerStores harmless for any and all costs associated with any misrepresentation regarding your eligibility for work at PowerStores

**17. AMENDMENTS:** Any amendments to this agreement shall be in writing and signed on behalf of PowerStores and by you. This Agreement shall continue to govern your employment with PowerStores or any affiliate of PowerStores

notwithstanding any change in your position, place of employment, salary and benefits provided any such changes are communicated in writing to you by PowerStores.

**18. SEVERABILITY:** If any covenant, term, condition or provision of this agreement is found to be invalid, illegal or incapable of being enforced by reason of any rule of law or public policy, all remaining covenants, terms, conditions or provisions shall be considered severable and remain in full force and effect.

**19. APPLICATION:** The terms of this employment agreement are made subject to all applicable labour and employment legislation, and in the event of a conflict between any term of this agreement and the applicable legislation, the legislation shall prevail.

**20. TIMING:** Notwithstanding the date upon which you counter-sign this letter, the terms of this employment agreement shall be deemed to take effect as of the date of hire. The agreement shall be in full force and effect for an indefinite term subject to termination as provided above and amendment as provided below.

**21. COPY OF AGREEMENT:** You hereby acknowledge receipt of a copy of this agreement duly signed on behalf of PowerStores. If the foregoing are acceptable to you, would you please confirm this agreement by signing and returning to PowerStores the enclosed copy of this letter.

**22. SURVIVAL:** Notwithstanding any termination of this Agreement for any reason whatsoever, the provisions of sections, Non-Solicitation, Confidentiality, Company Property, and Ownership of Inventions and any other provisions of this Agreement necessary to give efficacy thereto shall continue in full force and effect following any such termination.

**23. GOVERNING LAW:** This agreement shall be governed in accordance with the laws of India. We look forward to you joining our team!

We are pleased to have you join us as a member of our staff and are looking forward to a challenging and rewarding relationship.

Yours truly,



**Cory York**  
**CEO – PowerStores E-commerce Pvt. Ltd.**

**ACCEPTANCE**

I have had an opportunity to read and review the terms of this employment agreement at my leisure and to obtain independent legal advice. I voluntarily agree to accept the terms of this employment agreement.

\_\_\_\_\_  
[CANDIDATE FIRST, LAST NAME, SIGNATURE]

Date: \_\_\_\_\_

June, 17th 2022

Jagdish Oli,  
H No. 261/J, behind G.M.C,  
Near Government Primary School,  
Bambolim - Goa.

### Offer of Employment & Appointment letter

Dear Jagdish,

Congratulations!

We are pleased to extend you this offer of employment, the terms of which are set out below. Please note that this offer letter will serve as both an Appointment letter and official Employment Offer.

#### 1. APPOINTMENT

You will be appointed as a **Digital Service Analyst** to be based working from home until notified by your Manager to work from the office in Ribandar, Goa. You shall perform such duties as may from time to time be assigned to you and shall comply with all reasonable directions by your Manager.

This offer is valid until **18th June 2022** after which will be considered null and void.

As a **Digital Service Analyst** with us, your responsibilities will include, but not limited to (these duties may change at anytime):

- Define and execute SEO strategy towards the ultimate goal of increasing the visibility, traffic and acquisition of users for Webware's customers across the globe.
- Implement on-page SEO best practices such as optimized page titles, meta description, internal linking, keywords based content optimization, sitemap submission, social media bookmarking for the website and associated social media platforms.
- Execute ethical off-page SEO activities including directory submissions, citation listings and leveraging social media platforms.
- Keep track of key metrics indicating the organic search based traffic, user behavior and other relevant information.
- Keep track of SEO, search engine, social media and internet marketing industry trends and development.

This position of **Digital Service Analyst** may evolve to include additional responsibilities.

**2. START DATE AND TERM:** Your employment in this position will begin on **27th June 2022** for an unspecified term subject to termination and amendment as provided below.

**3. PLACE OF EMPLOYMENT and TIMING:** You will be working from home for this position until notified to work from the office and your timing will be 09.00 am IST to 06.00 pm IST.

**4. PROBATION PERIOD:** Your employment with PowerStores shall have a probationary period of three (3) months commencing from your start date. Your performance will then be reviewed by your Manager and/or Department Head and/or Human Resources and will either be confirmed, in writing, as being permanent or your employment will be terminated, without notice, except as required under the Indian employment standards act or any other applicable laws and/or any and all other applicable labour and employment legislation.

**5. PERFORMANCE REVIEW:** A performance review will occur before the expiry of your period of probation. Thereafter, you will receive an annual performance review. Your confirmation of services, an extension of the notice period, or termination from services will be decided on the basis of your first 3 months' performance. Any future salary increases/bonus shall be dependent upon the results of these performance reviews.



**6. SALARY AND COMPENSATION:** Your total package (*cost to company*) shall be Rs. 1,80,000 per annum subject to all deductions under the income Tax Act, 1961 and other provisions of the applicable laws from time to time. Detailed breakup of the salary is as given below. We calculate salary fortnightly; hence your salary will be paid around 7<sup>th</sup> and 21<sup>st</sup> of every month. Both the Company and the Employee will, if required by law, make contributions in accordance with the provisions specified in the employees' Provident Funds and Miscellaneous Provisions Act, 1952, at the rate applicable at the time of payment. Further, you would also (if eligible) be entitled to gratuity in accordance with the Payment of Gratuity Act, 1972.

**Salary Break Up**

PARTICULARS	AMOUNT	CTC	Deduction	Amount
Basic Salary	Rs. 7,500	Rs. 90,000	Provident Fund	Rs. 1,260
H. R. A.	Rs. 4,500	Rs. 54,000	ESIC	Rs. 113
Conveyance	Rs. 1,500	Rs. 18,000		
Special Allowance	Rs. 1,500	Rs. 18,000		
Salary for the Month	Rs. 15,000		Net Salary per month	Rs. 13,628
		Rs. 1,80,000		

**7. LEAVE ENTITLEMENT:** You will be entitled, during each 12-month period of your employment, to vacation with pay of 22 days, taken in accordance with company policy generally in effect from time to time. Your entitlement to vacation time will be prorated to the extent that you have not been or are not employed for a full calendar year. At the cessation of employment, vacation taken but not yet earned will be deducted from your final pay owing. Any leaves taken during the probation period will be considered as Loss of Pay.

**8. MATERNITY LEAVES (FOR FEMALE EMPLOYEES ONLY):** Subject to the provisions of the Maternity Benefit Act, 1961 every female employee who has been with the Company for not less than 80 days in the preceding twelve months of her date of expected delivery shall be eligible for maternity leave at her normal rate of pay for 26 weeks. Every female employee would also be entitled to receive such other benefits as are mandatorily required to be provided under the provisions of the Maternity Benefits Act, 1961.

**9. PUBLIC HOLIDAYS:** You shall be entitled to take 12 public holidays with pay per year. The current paid public holidays for 2020 are as follows:

India Holiday Calendar 2022		
Holiday	Date	Day
New Year's Day	January 3, 2022	Monday
Republic Day	January 26, 2022	Wednesday
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Dussera	October 5, 2022	Wednesday
Diwali	October 24, 2022	Monday
Diwali	October 25, 2022	Tuesday
Liberation Day	December 19, 2022	Monday
New Year (Observed Day)	January 2, 2023	Monday

## 10. GENERAL

a) **Notice of Termination:** This appointment/employment offer may be terminated by either party by way of notice in writing or by paying remuneration in lieu thereof.

- During Probation: 7 days
- After Confirmation: 30 days

We reserve the right to terminate your service at any time without notice should you be guilty of misdemeanors, misconduct, negligence or any breach of the terms and conditions of this agreement.

b) **Intellectual Property of other Employer(s):** We have extended this offer to you based upon your general knowledge, background, experience and skills and abilities and not because of your knowledge of your current employer's or any previous employer's trade secrets or other company-specific information. As a condition of employment with us, you agree not to disclose or use confidential or proprietary information or any trade secrets of any current or prior employer. In this regard, you should be extremely careful not to show or disclose any documents or other materials in tangible form belonging to or acquired from any current or prior employer. **Assignment of Intellectual Property:** During your employment with us, you will, without additional compensation, promptly disclose and, to the full extent allowed by law, shall hereby assign to us, all rights to which you may be entitled with respect to patents, trade secrets, copyrights, trademarks, designs, processes, methods, improvements, ideas, copyrightable works, and other intellectual property.

c) **Confidentiality:** All employees shall maintain total confidentiality of all processes and know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, all business-related information/documents/files, etc. to which you have access to directly or indirectly.

d) **Corporate Ethics:** Each employee will help us abide by all laws applicable to our business including copyrights, trademarks, privacy.

e) **Conflict of Interest:** As a full-time employee you shall not engage in any outside work, in any capacity, for remuneration or not, over and above the legitimate work with us on duty days, on holidays or when on leave without obtaining the management's prior permission in writing.

f) **Other Information:** The employee shall provide us his / her address of communication and any communication sent at such address shall be deemed to have been properly sent by us and received by the employee. Any change in residential address should be intimated to us within one week of such change. All employees are responsible for their personal income tax and other statutory deductions if required by Law

**11. TERMINATION WITH NOTICE:** Your employment with PowerStores E-Commerce Pvt. Ltd. is expected to be a mutually positive experience. However, in the event that your employment is terminated without just cause, you shall receive one-month written notice (after probation) or pay in lieu of notice, in accordance with your length of employment as of the date of your termination. During probation, 7 days notice will be given and paid in lieu.

## 12. TERMINATION FOR CAUSE:

It is understood that grounds for immediate termination without notice shall be:

- Solicitation of PowerStores clients for personal gain or profit;
- Use of information, creative ideas, and intellectual property and software ideas obtained during employment with PowerStores for personal gain or profit;
- Commission of a criminal offence punishable by law under the Criminal Procedure Code 1973 or any other statutes, relating directly to the duties of your position.
- Deliberate breach of your duties resulting in demonstrable, substantial loss to PowerStores.
- Theft, fraud, dishonesty, insubordination or misconduct involving the property, business or affairs of PowerStores or the carrying out of your duties.

- f) Fraudulent or falsification of personal and/or professional information or academic achievements stated on the application of employment or resume or by any other means.
- g) Violation of our Code of Conduct and Ethics and as amended from time to time

**13. CONFIDENTIALITY:** The term “Confidential Information” means any information or material that is proprietary to PowerStores, whether or not owned or developed by PowerStores, which is not generally known other than by PowerStores and which you may obtain through any direct or indirect contact with PowerStores.

You acknowledge and agree that you have acquired and will continue to acquire Confidential Information and trade secrets regarding the nature and character of PowerStores business, which information includes, but may not be limited to, the following:

- i. PowerStores business and financial records and plans, financial statements, employee or client lists and records, supplier information contact lists;
- ii. Technical information, data know-how relating to both existing and proposed services of PowerStores;
- iii. Initiatives, projects, creative ideas and strategic alliances undertaken or to be undertaken by PowerStores;
- iv. Products, product design information, processes, methods, equipment and business practices of PowerStores;
- v. Inventions, computer programs and listings, proprietary software concepts and implementation, user interface, source code and/or object code, software ideas developed during your employment with PowerStores, and all of PowerStores copyrights, trade secrets and other intellectual property;
- vi. Confidential information about any other employee or subcontractor at PowerStores, including personal files and compensation information;
- vii. PowerStores pricing structure and policies, quoting procedures, discounts and costs;
- viii. Confidential information about any other employee or subcontractor at PowerStores, including personal files and compensation information;
- ix. Any other materials or information related to the business or activities of PowerStores which are not generally known to others engaged in similar businesses or activities, and
- x. All ideas which are derived from or related to your access to or knowledge of any of the above enumerated materials and information.

For purposes of this definition, Confidential Information shall also include proprietary and confidential information of PowerStores customers including, but not limited to, customer creative designs, copyrights, trade secrets and other intellectual property, financial information, visitor orders, personally identifiable visitor information, which includes, but is not limited to, visitors name, street address, email address, purchase history and credit card information, customer transaction logs, books and records.

It is agreed by you that the right to maintain the confidentiality of such Confidential Information constitutes a proprietary right, which PowerStores is entitled to protect. You acknowledge that disclosure of any of such Confidential Information by you, either directly or indirectly, to any third party including PowerStores existing or potential competitors, or to the general public would be highly detrimental to PowerStores business and economic interests. You agree that you will not disclose such Confidential Information to any third party and will use your best efforts to maintain the secrecy of all of the confidential information received by you.

It is further agreed that all such Confidential Information acquired or obtained by you or which is in your possession at any time will not directly or indirectly be used by you in any manner whatsoever adverse in interest to the interest of

PowerStores. Furthermore, you agree that you will not disclose any such Confidential Information to others unless you obtain the written authorization of PowerStores prior to making any disclosure. Upon execution of this agreement you agree to return to PowerStores all tangible Confidential Information provided to you by PowerStores or obtained by you in any other manner.

Confidential Information does not include: matters of public knowledge that result from disclosure by PowerStores, information disclosed by you with prior written consent of PowerStores and any other information that both parties agree, in writing, is not confidential.

You agree not to copy or modify any Confidential Information without the prior written consent of PowerStores. You acknowledge and understand that if you disclose (or threaten to disclose) Confidential Information in violation of this agreement, PowerStores will be entitled to seek an injunction to restrain you from disclosing, in whole or in part, the Confidential Information. PowerStores shall also be entitled to pursue other remedies, including a claim for losses and damages.

Upon the written request of PowerStores, you shall return to PowerStores all written material containing any Confidential Information. You shall also sign a separate confidentiality agreement/s with the Company when requested by the Company to do so.

**14. EXCLUSIVITY:** You agree that during the term of this agreement you shall not, without first obtaining written authorization and approval from PowerStores, promote your own business or any other business interest or venture while performing services for or on behalf of PowerStores. Without restricting the generality of the foregoing, you shall not, while performing services for or on behalf of PowerStores, provide or distribute business cards or other promotional literature or materials other than those provided or approved in writing by PowerStores.

It is agreed that you shall not use the name PowerStores on any advertising or promotional material after the termination of this agreement.

**15. POLICIES AND PROCEDURES:** A full list of policies are made available in our information system after joining. By signing this agreement you agree to our policies and code of conduct which may be updated from time to time.

**16. ELIGIBILITY FOR WORK:** You confirm that you are legally eligible to work in India, and must inform us if you know of any reason why you may not be legally allowed to work in this country, either now or in the foreseeable future.

As you may be required to travel, as part of your training and work, you will be required to have a valid Indian passport, any visas / employment documentation will be provided to you by PowerStores at its expense.

You confirm that you are bondable and that you have never been convicted of a criminal offense for which you have not yet received a full pardon.

As a pre-condition of employment you consent to the Company completing, to its satisfaction, a background check including but not limited to reference checks, a criminal check and a credit check. A negative and/or unfavourable outcome from any one or all of the background checks will result in this employment offer becoming null and void effective immediately.

You confirm that you are not knowingly bound by any non-compete provisions of any current or former employers that would in any way restrict or impede your ability to fulfill the responsibilities and duties of this position.

You agree to identify and hold PowerStores harmless for any and all costs associated with any misrepresentation regarding your eligibility for work at PowerStores

**17. AMENDMENTS:** Any amendments to this agreement shall be in writing and signed on behalf of PowerStores and by you. This Agreement shall continue to govern your employment with PowerStores or any affiliate of PowerStores



notwithstanding any change in your position, place of employment, salary and benefits provided any such changes are communicated in writing to you by PowerStores.

**18. SEVERABILITY:** If any covenant, term, condition or provision of this agreement is found to be invalid, illegal or incapable of being enforced by reason of any rule of law or public policy, all remaining covenants, terms, conditions or provisions shall be considered severable and remain in full force and effect.

**19. APPLICATION:** The terms of this employment agreement are made subject to all applicable labour and employment legislation, and in the event of a conflict between any term of this agreement and the applicable legislation, the legislation shall prevail.

**20. TIMING:** Notwithstanding the date upon which you counter-sign this letter, the terms of this employment agreement shall be deemed to take effect as of the date of hire. The agreement shall be in full force and effect for an indefinite term subject to termination as provided above and amendment as provided below.

**21. COPY OF AGREEMENT:** You hereby acknowledge receipt of a copy of this agreement duly signed on behalf of PowerStores. If the foregoing are acceptable to you, would you please confirm this agreement by signing and returning to PowerStores the enclosed copy of this letter.

**22. SURVIVAL:** Notwithstanding any termination of this Agreement for any reason whatsoever, the provisions of sections, Non-Solicitation, Confidentiality, Company Property, and Ownership of Inventions and any other provisions of this Agreement necessary to give efficacy thereto shall continue in full force and effect following any such termination.

**23. GOVERNING LAW:** This agreement shall be governed in accordance with the laws of India. We look forward to you joining our team!

We are pleased to have you join us as a member of our staff and are looking forward to a challenging and rewarding relationship.

Yours truly,



**Cory York**  
**CEO – PowerStores E-commerce Pvt. Ltd.**

**ACCEPTANCE**

I have had an opportunity to read and review the terms of this employment agreement at my leisure and to obtain independent legal advice. I voluntarily agree to accept the terms of this employment agreement.

\_\_\_\_\_  
[CANDIDATE FIRST, LAST NAME, SIGNATURE]

Date: \_\_\_\_\_

June, 17th 2022

Vibhav Parab,  
L/H 109,  
Housing Board Gogol,  
Margao - Goa.

### Offer of Employment & Appointment letter

Dear Vibhav,

Congratulations!

We are pleased to extend you this offer of employment, the terms of which are set out below. Please note that this offer letter will serve as both an Appointment letter and official Employment Offer.

#### 1. APPOINTMENT

You will be appointed as a **Digital Service Analyst** to be based working from home until notified by your Manager to work from the office in Ribandar, Goa. You shall perform such duties as may from time to time be assigned to you and shall comply with all reasonable directions by your Manager.

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**Salary Break Up**

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## 10. GENERAL

a) **Notice of Termination:** This appointment/employment offer may be terminated by either party by way of notice in writing or by paying remuneration in lieu thereof.

- During Probation: 7 days
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We reserve the right to terminate your service at any time without notice should you be guilty of misdemeanors, misconduct, negligence or any breach of the terms and conditions of this agreement.

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c) **Confidentiality:** All employees shall maintain total confidentiality of all processes and know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, all business-related information/documents/files, etc. to which you have access to directly or indirectly.

d) **Corporate Ethics:** Each employee will help us abide by all laws applicable to our business including copyrights, trademarks, privacy.

e) **Conflict of Interest:** As a full-time employee you shall not engage in any outside work, in any capacity, for remuneration or not, over and above the legitimate work with us on duty days, on holidays or when on leave without obtaining the management's prior permission in writing.

f) **Other Information:** The employee shall provide us his / her address of communication and any communication sent at such address shall be deemed to have been properly sent by us and received by the employee. Any change in residential address should be intimated to us within one week of such change. All employees are responsible for their personal income tax and other statutory deductions if required by Law

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It is understood that grounds for immediate termination without notice shall be:

- Solicitation of PowerStores clients for personal gain or profit;
- Use of information, creative ideas, and intellectual property and software ideas obtained during employment with PowerStores for personal gain or profit;
- Commission of a criminal offence punishable by law under the Criminal Procedure Code 1973 or any other statutes, relating directly to the duties of your position.
- Deliberate breach of your duties resulting in demonstrable, substantial loss to PowerStores.
- Theft, fraud, dishonesty, insubordination or misconduct involving the property, business or affairs of PowerStores or the carrying out of your duties.



- f) Fraudulent or falsification of personal and/or professional information or academic achievements stated on the application of employment or resume or by any other means.
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For purposes of this definition, Confidential Information shall also include proprietary and confidential information of PowerStores customers including, but not limited to, customer creative designs, copyrights, trade secrets and other intellectual property, financial information, visitor orders, personally identifiable visitor information, which includes, but is not limited to, visitors name, street address, email address, purchase history and credit card information, customer transaction logs, books and records.

It is agreed by you that the right to maintain the confidentiality of such Confidential Information constitutes a proprietary right, which PowerStores is entitled to protect. You acknowledge that disclosure of any of such Confidential Information by you, either directly or indirectly, to any third party including PowerStores existing or potential competitors, or to the general public would be highly detrimental to PowerStores business and economic interests. You agree that you will not disclose such Confidential Information to any third party and will use your best efforts to maintain the secrecy of all of the confidential information received by you.

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As you may be required to travel, as part of your training and work, you will be required to have a valid Indian passport, any visas / employment documentation will be provided to you by PowerStores at its expense.

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**18. SEVERABILITY:** If any covenant, term, condition or provision of this agreement is found to be invalid, illegal or incapable of being enforced by reason of any rule of law or public policy, all remaining covenants, terms, conditions or provisions shall be considered severable and remain in full force and effect.

**19. APPLICATION:** The terms of this employment agreement are made subject to all applicable labour and employment legislation, and in the event of a conflict between any term of this agreement and the applicable legislation, the legislation shall prevail.

**20. TIMING:** Notwithstanding the date upon which you counter-sign this letter, the terms of this employment agreement shall be deemed to take effect as of the date of hire. The agreement shall be in full force and effect for an indefinite term subject to termination as provided above and amendment as provided below.

**21. COPY OF AGREEMENT:** You hereby acknowledge receipt of a copy of this agreement duly signed on behalf of PowerStores. If the foregoing are acceptable to you, would you please confirm this agreement by signing and returning to PowerStores the enclosed copy of this letter.

**22. SURVIVAL:** Notwithstanding any termination of this Agreement for any reason whatsoever, the provisions of sections, Non-Solicitation, Confidentiality, Company Property, and Ownership of Inventions and any other provisions of this Agreement necessary to give efficacy thereto shall continue in full force and effect following any such termination.

**23. GOVERNING LAW:** This agreement shall be governed in accordance with the laws of India. We look forward to you joining our team!

We are pleased to have you join us as a member of our staff and are looking forward to a challenging and rewarding relationship.

Yours truly,



**Cory York**  
**CEO – PowerStores E-commerce Pvt. Ltd.**

**ACCEPTANCE**

I have had an opportunity to read and review the terms of this employment agreement at my leisure and to obtain independent legal advice. I voluntarily agree to accept the terms of this employment agreement.

\_\_\_\_\_  
[CANDIDATE FIRST, LAST NAME, SIGNATURE]

Date: \_\_\_\_\_

TULIP/HRD/HO/2022  
June 27, 2022

To,  
Mr. Vibhav Parab  
L/H-109, HSG Board,  
Gogol, Marga, Goa, Goa 403601

**SUB: OFFER LETTER**

Dear Mr. Vibhav,

We have the pleasure of offering you employment in our company. Your joining date shall not be later **July 04, 2022.**

You will be designated as **"Officer-HR", Grade-I** and you will be posted at **Verna**. You will be reporting to **Mrs. Sharmila Nadkarni, Asst. General Manager-HR, Bambolim, Goa.**

You will be on probation for **one year starting** from the date of your joining and will be deemed a probationer till confirmed in writing.

Detailed break-up of salary is enclosed. The same is subject to deduction of tax and other statutory payments as may be applicable.

Components	Monthly (Rs.)	Annually (Rs.)
Basic	13100.00	157200.00
HRA	2825.00	33900.00
<b>Total Gross</b>	<b>15925.00</b>	<b>191100.00</b>
Co's ESIC. Contribution	518.00	6216.00
Co's P.F. contribution	1572.00	18864.00
Bonus/Ex Gratia	2483.00	29796.00
<b>CTC</b>	<b>20498.00</b>	<b>245976.00</b>

The formal Appointment letter containing terms and conditions of employment will be issued to you on your joining our organisation. We welcome you on board and look forward to a professionally fulfilling association

Kindly sign the duplicate copy of this letter as a token of your acceptance and submit the same for our record.

With best wishes,  
For TULIP DIAGNOSTICS (P) LTD



SHARMILA NADKARNI  
ASST. GENERAL MANAGER-HR



Fwd: Campus Placement Drive - X

mail.google.com/mail/u/0/#search/sumit.bhide%40axisbank.com/FMfcgzGpGKhRbSCPMPGZsRXmGqbxrD

Google Chrome isn't your default browser [Set as default](#)

Gmail  Active

Compose

Mail

Inbox 162

Starred

Snoozed

Sent

Chat +

No conversations  
[Start a chat](#)

Spaces +

No spaces yet  
[Create or find a space](#)

Meet

Dear Sangeeta,

Thank you very much for Inviting us for the Campus Placement Drive. It was indeed a very exciting 2 days, and we got to meet a lot of good candidates .  
As per your request, please find below the list of candidates who have been shortlisted for the Final round.  
Total of 24 candidates were found suitable for the profile and available posts.

**North Goa - 11**  
**South Goa - 13**

**North Goa:**

- Kartik Kishore Jain
- Yash Nagda
- Vaishnavi Faterpekar
- Rahil Kolvekar
- Kirti Shirsat
- Leroy Anthony Pereira
- Ashish Borkar
- Neil D Souza
- Bupen Chati
- Annabelle Chrisleigh De Herdia
- Jagdish Oll

11:18 09-08-2022

Fwd: Campus Placement Drive - X

mail.google.com/mail/u/0/#search/sumit.bhide%40axisbank.com/FMfcgzGpGKhRbSCPMPGZsRXmGqbxrD

Google Chrome isn't your default browser [Set as default](#)

Gmail  Active

Compose

Mail

Inbox 162

Starred

Snoozed

Sent

Chat +

No conversations  
[Start a chat](#)

Spaces +

No spaces yet  
[Create or find a space](#)

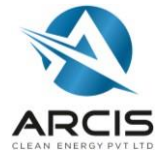
Meet

Vinayak Narvekar  
Vibhav Parab  
Elika Mascarenhas  
Saqlain Munshi  
Prathmesh Anil Naik  
Kashvi Malkarnekar  
Ashish Panchal  
Akanksha Kumar  
Carlton Britto  
Ichhya KC  
Nasruddin Shaikh  
Shyam Tiwari  
Renuka Prashant Nevgi

**From:** Sumit Bhide  
**Sent:** 20 May 2022 12:40  
**To:** [sangeeta.vednekar@demopcollege.edu.in](mailto:sangeeta.vednekar@demopcollege.edu.in) <[sangeeta.vednekar@demopcollege.edu.in](mailto:sangeeta.vednekar@demopcollege.edu.in)>  
**Cc:** [Abhijit.Ranesardesai@axisbank.com](mailto:Abhijit.Ranesardesai@axisbank.com)  
**Subject:** Invitation For Campus Placement Drive - Dempo College BBA Department

Dear Sangeeta,

11:19 09-08-2022



To,  
**Mr. Umeshwar Ramesh Gaundar**  
H.No.12, Indira Nagar, Chimbhel,  
Tiswadi, Goa.

12 July, 2022

**Fixed Term Contract Agreement**

Dear Umeshwar,

With reference to the discussions, you have had with us, we are pleased to appoint you as “**Trainee - HUB Manager**” for our Group companies on **Fixed Term Contract** for **Six months** from **14 July, 2022** and ending on **13 January, 2023** on the following terms and conditions:

1. You will be paid a fixed amount of **Rs.15,000/- (Fifteen Thousand Only)** in hand per month post deduction of tax as per statutory rules.
1. In this capacity, you will report to **Business Manager** or any other person nominated by the company. However, your services could be transferred to any other Departments/Divisions of the Company. Notwithstanding your contract in this company, your services could be reassigned to any other company of the (**Arcis Clean Energy Pvt. Ltd.**) Group.
2. You may also be assigned such other duties as may become (**Arcis Clean Energy Pvt. Ltd.**) at the discretion of the Management in any Branch or office of the Company and/ or its Subsidiaries or Associate Companies.
3. You will be entitled to an incentive of **Rs. 3000/-** for achieving minimum 50 guests and **Rs. 6000/-** for achieving 100 guests per month.
4. In addition to the above, you are required to complete a minimum of 10 demos per day for the guests on the hotel premises.
5. This contract can be terminated by giving Thirty days’ notice on either side or payment in lieu of shortfall in this notice period.
6. You shall observe all rules and regulations of the company.
7. During the tenure of the assignment with the company, you will not engage yourself in any other assignments or gainful employment without consent of the management.

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Registered Office: Plot No.22-B, GF-1, Happy Home Co-Op. Society, La Campala, Miramar, Goa - 403 001

Tel: + 91 832 2464684

Email: info@arcisenergy.com

8. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company and/ or its subsidiaries or Associate Companies and in case of any breach of trust, your appointment may be terminated by the Company without any notice.
9. The Company lays emphasis on all statutory compliances and you should ensure compliance with various statues in your area of operations.


Kindly sign a copy of this letter in acceptance of the above-mentioned terms and conditions and return the same for our records.

With best wishes,

**For Arcis Clean Energy Pvt. Ltd.,**



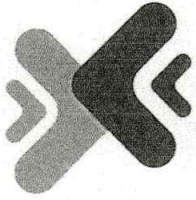
**Sandeep Mukherjee**  
COO & Co-Founder



**Samarth Kholkar**  
CEO & Co-Founder

Accepted: \_\_\_\_\_

Date: \_\_\_\_\_



# EthernetXpress

AMAZINGLY FAST

www.expl.in

1800-266-4986

info@expl.in

01<sup>st</sup> July 2022

Ms. Purva Karekar  
H.no.495/B Chodanwada  
Salvador Do Munda  
Goa-403101

**Sub: Offer of Employment**

Dear Ms. Purva,

This has reference to your interview you had with us. We are pleased to offer you an employment with our organization in the **Marketing & Sales Department** as **Tellemarketing Executive in Porvorim- Goa**. The remuneration package as mutually agreed upon shall be communicated to you on your joining with us.

Please note that this is merely an Offer Letter. The company's standard appointment letter containing exhaustive terms and conditions of employment will be issued to you on your joining the company which shall be binding on you.

You are requested to join us latest by 5<sup>th</sup> July, 2022 failing which this offer of employment stands withdrawn. Kindly also confirm your exact Date of Joining at least 7 days prior to your joining the organization.

You are required to submit the following documents at the time of joining:

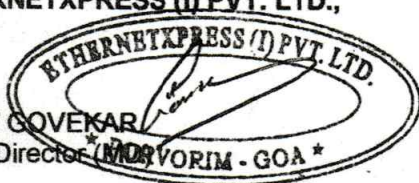
- Passport size photographs - 05 Nos.
- Photocopy of your testimonials - From SSC onwards in one set.
- Proof of Date of Birth.
- Pre-employment Medical Fitness Certificate from a Registered Medical Practicing Doctor.
- Copy of Resignation and Relieving letter from immediate previous employer.
- Last Salary Slip / Salary Certificate, as applicable.
- Provisional Income & Tax deducted at source Certificate from the previous employer (if applicable).
- Copy of Photo Identification (Passport / Driver's License).
- PAN Card (Copy and Original).
- Aadhaar Card (Copy and Original).
- Copy of Bank Passbook

Kindly confirm your acceptance on the duplicate copy of this Offer Letter.

Yours cordially,

For **ETHERNETXPRESS (I) PVT. LTD.,**

MAHADEV GOVEKAR  
Managing Director (PORVORIM - GOA)



*Purva*



**RELIANCE**

**NIPPON LIFE  
INSURANCE**

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Complex, Bandra East, Mumbai- 400051. India.

T: +91 22 6896 5000

rnlife.customerservice@relianceada.com.

www.reliancenipponlife.com

IRDAI Registration No: 121

CIN: U66010MH2001PLC167089

**July 08, 2022**

**Mr./Ms. AISHWARYA BABU,**

FNO UG-2 AXLE HEIGHT,ALTO TORDA PORVORIM BARDEZ

PORVORIM GOA-403521

**Dear AISHWARYA BABU,**

With reference to your candidature for suitable career opportunity in the organization and to our subsequent discussions, we are pleased to appoint you as **Sr Agency Recruitment & Development Mgr** in the band and grade **ILFA-RNLIC in Agency** on the following terms and conditions:

**01. PLACE OF POSTING:**

This appointment takes effect from your date of joining which shall not be later than July 18, 2022 your posting will be at GO - Panjim and you will be reporting to the Branch Manager at your place of posting.

However, during employment with the Company, you may be posted / transferred to any of the offices / projects / divisions / departments /units of the Company or any of the Group companies, associates or affiliates either existing or to be set up anywhere in India or abroad, without any additional remuneration.

**02. SALARY :**

Your designation will be **Sr Agency Recruitment & Development Mgr** under **ILFA-RNLIC** & your **Annual Cost to Company will be Rs. 252000 /- TWO LAKH FIFTY TWO THOUSAND ONLY** For detailed structure please refer Annexure A.

You will be governed always by the policies, procedures and rules of the company related to the salary, allowances, benefits and perquisites which are specified in this appointment letter. Further, the company, at its sole discretion, may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies without prejudice.

Page : 1



HR/Joining Kit/Sales/Ver 1.4/1st

A Reliance Capital Company

Reliance Nippon Life Insurance Company Limited(formerly known as Reliance Life Insurance Company Limited).

Reliance Nippon Life Insurance Company Limited.

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### **03. PROVIDENT FUND SCHEME:**

You will be eligible to become a member of the Provident Fund Scheme immediately on joining, as per the rules in force from time. The Company contribution under this scheme is fixed at 12% of your Basic with a matching compulsory contribution from you. You will be required to submit necessary enrolment/transfer forms to the HR Department immediately upon your joining.

### **04. GRATUITY:**

The gratuity will be paid in accordance to the Gratuity Act. You will be eligible for the gratuity payout post the completion of 4 years and 8 months of continued services from your date of joining. This is liable to change in accordance with the amendment in the Gratuity Act from time to time as applicable.

### **05. PROBATION / CONFIRMATION:**

- a) You will be under probation for a period of 6 months. Your performance will be reviewed on monthly basis and necessary instruction/advise/support/feedback will be provided to you.
- b) You will be mandatorily required to submit Daily sales Report (DSR) on daily basis to your reporting manager.
- c) On completion of the six months, company will again review your performance in terms of your achievement of goal sheet and on its discretion, may absorb or extend or relieve you (as the case may be) from the organization.
- d) In case your performance is found to be less than satisfactory, then the company may extend your training period for a period of one month to a maximum of three months, at its sole discretion and review your performance. However, if your performance is still average and does not show improvement, then you will be relieved from the company on completion of the extended period.

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#### **06. MEDICAL FITNESS:**

You are required to declare to the management about any serious ailments or critical illness which you are suffering. The Management has the right to get you medically examined by any certified medical practitioner for the same or for any other reason, during the period of your service. In case you are found medically unfit to continue with the job, 30 days' time to regain your fitness will be given. In case you do not regain your fitness within the said period of 30 days, your services shall be liable to termination at the sole discretion of the management

#### **07. DUTIES AND RESPONSIBILITIES:**

Your duties are entirely supervisory/managerial in nature and the Company will expect you to work with a high standard of initiative, efficiency and economy and encourage and motivate people under you to achieve optimum output. You will perform, observe and confirm to such duties, directions and instructions assigned or communicated to you by the company and those in authority over you.

You will be required to attend a mandatory residential induction / training programs as defined by the company. You would be required to mandatorily submit a qualified DSR (Daily Sales Report) in electronic or physical form as applicable on a daily basis. The DSR will be considered valid and qualified only after the reporting manager has validated and approved the same. In case of rejection of the same or non-submission of the same, your attendance for that particular day will be impacted and will lead to salary / leave deduction as the case may be. A DSR would be considered to be invalid in case of forgery, misrepresentation of data, not meeting the minimum mandated norms of a DSR, commission of an act involving moral turpitude, act of indiscipline or inefficiency.

You will devote your entire time to the work of the Company and will not undertake any direct/indirect business or work, honorary or remunerator except with the written permission of the Management in each case. Contravention of this will lead to the termination of your service without any notice or any compensation in lieu of such notice.

i) You shall not seek membership of any local or public bodies or political party without first obtaining written permission from the Management.

ii) You shall neither divulge nor give out information to any unauthorized person during the period of

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your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of your being our employee.

iii) You shall keep confidential all the information and material provided to you by the Company or by its clients concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

iv) You will disclose to us forthwith any discovery, invention, process or improvement made or discovered by you while in our service, and such discovery, invention, process or improvement shall belong absolutely to and be the sole and absolute property of the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Latter's Patent, Licenses or other rights, privileges or protection as may be directed by us in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in our favour or in favour of such other person or persons, firms or companies, as we may direct as the sole beneficiary thereof.

v) You will not enter into any commitments or dealings on behalf of the Company for which you have no clear authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company or those in authority over you.

vi) You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.





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**08.TERMINATION OF SERVICE:**

i) You will automatically retire from the service of the company on attaining the superannuation age of 58 years.

Notwithstanding the aforementioned, the Company shall be entitled to terminate your employment without Notice, and Compensation in any of the following events:

- 1.If you are, in the opinion of the Company, guilty of dishonesty, misconduct or negligence in the performance of your duties.
- 2.If you have been found to have committed a serious breach or continual material breach of any of your duties or obligations.
- 3.Loss of confidence or trust.
- 4.Any absence of more than 8 days without authorization or extending the sanctioned leave for more than 8 days without proper approval, will be deemed to be considered as a case of " Voluntary abandonment".
- 5.Commission of an act involving moral turpitude.
- 6.Non-performance as per the requirement of the company, defined from time to time.
- 7.Non-adherence to the standards of the company, which may include, amongst other things "zero business" or "zero input activities" or Nil attendance in the first month of your joining the organization.

ii) During probation, your services are liable to be terminated without any notice or salary in lieu thereof. On satisfactory completion of the probation period and confirmation of your services, this contract can be terminated by either party by giving to the other 7 days notice in writing or compensation (on CTC basis) in lieu thereof; provided that such notice or compensation in lieu of shall not be payable by the Company to you in the event of any contravention or violation by you, of any of the provisions set forth in this appointment letter. However, in event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 7 days, without any pay in lieu of the notice period.

iii) Any employee who does not serve the required notice period, will have to pay salary in lieu of notice period. If the employee fails to do so, the same will be recovered from the Full & Final settlement.



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#### 09. GENERAL:

- i) You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad. You will diligently and beneficially take part in the training and such assignments. The cost of such training including the travel fare and related expenses will be borne by the Company subject to agreements to be drawn up and signed by the Company and you specifying minimum number of years you will serve the Company after such training and providing for payment of liquidated damages by you to the Company proportionate to the years of service remaining to be rendered, in the event you voluntarily terminate the contract of service or this appointment, as the case may be, prior to the expiry of the agreed period of service referred to herein above.
- ii) Amount in lieu of not serving the Notice period or any other deductions, will be recovered from your full & final settlement
- iii) You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time.
- iv) You are mandatorily required to complete the daily sales activities as may be instructed from time to time. Failure to complete the same, will attract proportionate salary deduction on the principle of "No Work - No Pay".
- v) Your age mentioned in the Matriculation / Higher Secondary Certificate / Birth certificate / leaving certificate will be deemed to be the conclusive proof of your date of birth.
- vi) You need to mandatorily submit copy of Aadhar Card at the time of joining.
- vii) You will intimate in writing to the Management any change of address within a week from change of the same, failing which, any communication sent on your last recorded address shall be deemed to have been served on you.
- viii) You will hand over the charge of letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company.
- ix) The present designation is subject to change depending upon work assignment from time to time.

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CIN: U66010MH2001PLC167089

- x) You are required to go through the company's policies mentioned in the "Employee Handbook" and revert with any queries, if any, within 15 days of joining, through your reporting manager.
- xi) You shall be required to sign and abide by the Rules and Regulations which the Company has at this level and shall undertake to sign such declarations that the Policy may demand from time to time.
- xii) The Company shall carry out background verification checks of all your credentials based on the details/information provided by you during your interaction with the Company, the written representation made by you and the various documents submitted by you to the Company. Please note, your appointment and services with the Company is subject to satisfactory background verification of the Company, and the Company reserves the sole right and discretion to take disciplinary action as per the policy, which may include withdraw of the appointment / termination from services in case any detail/information provided by you is found to be incorrect, misleading and/or false, whether in whole or in part.
- xiii) You will be eligible benefits by the policies, procedures and rules of the company, applicable from your date of joining. Further, the company, at its sole discretion, may modify or change such benefits from time to time in accordance with its policies without prejudice.



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#### 10. Mandatory Requirement - Handset

You are required to have a smart phone with below mandatory specification. Kindly ensure that you have a handset with required specifications before you join the company.

- **Smartphone- Android (5.0 and above)**
- **Memory - Minimum 2GB or more RAM**
- **Camera - Selfie /Front camera**
- **Mic - Should be in working condition**
- **Space - Min 750 MB free space**
- **Working OTG port (Micro USB) for biometric device (plug and play USB device) connection**
- **Connectivity - Minimum 3G**
- **GPS**

11. Please refer Annexure 1, 2, 3 and A attached with this Offer cum Appointment letter for other terms and conditions of your employment.



**RELIANCE**

**NIPPON LIFE  
INSURANCE**

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www.reliancenipponlife.com

IRDAI Registration No: 121

CIN: U66010MH2001PLC167089

Acceptance letter and all future correspondence should be addressed **confidentially** to:

**HR LIFE**  
**Reliance Nippon Life Insurance,**  
**9th Floor, R-tech park, Nirlon Compound,**  
**Near Hub, Goregaon (East),**  
**Mumbai - 400063**

**Please note that your terms of employment (including the remuneration) should be treated in strict confidence.**

We look forward to your joining our team for a long, successful and mutually beneficial association.

Sincerely yours,

**For Reliance Nippon Life Insurance Company Limited,**



**National Head - Talent Acquisition**  
**Human Resources**

**Signature of the Employee: \_\_\_\_\_**  
**Date of joining: July 18, 2022**

Page : 9



HR/Joining Kit/Sales/Ver 1.4/1st

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Reliance Nippon Life Insurance Company Limited(formerly known as Reliance Life Insurance Company Limited).

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IRDAI Registration No: 121  
CIN: U66010MH2001PLC167089

**ACKNOWLEDGEMENT & ACCEPTANCE**

I have read and understood the above terms and conditions and hereby signify my acceptance of the same.

I would be joining Reliance from \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

This letter of appointment shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

**Following is a checklist mentioning the necessary documents to be submitted on the Day of joining. Your first salary will be processed subject to your submission /completion of joining formalities/documents.**

**In order to expedite the Joining formalities / process, we request you to carry the originals of the documents along with a photocopy with you on the date of joining for verification/submission.**

- Xth (SSC), XIIth (HSC), Graduation, Post-Graduation Mark-sheets and Certificates (If not submitted before)
- Birth-date Proof (School Leaving Certificate or any of the documents mentioned hereinabove)
- Driving license or Passport Copy (For Identify Proof)
- Aadhar Card Copy
- PAN card copy
- Relieving letter of the previous Employer
- Last Pay-Slip (If not submitted before)
- A Personalized cancelled cheque (If you hold an account with HDFC/Axis/ICICI/SBI/Standard Chartered/Yes Bank, and would like to continue with the same as the corporate salary account with us).

**RELIANCE**

**NIPPON LIFE  
INSURANCE**

Reliance Nippon Life Insurance Company Limited.  
Registered & Corporate Office: Unit Nos. 401B, 402, 403 & 404,  
4th Floor, Inspire-BKC, G Block, BKC Main Road, Bandra Kurla  
Complex, Bandra East, Mumbai- 400051. India.

T: +91 22 6896 5000  
rnlife.customerservice@relianceada.com.  
www.reliancenipponlife.com  
IRDAI Registration No: 121  
CIN: U66010MH2001PLC167089

- Provident fund Account details (In case the account needs to be transferred)
- 4 Passport Size Photographs in Navy Blue Background
- If you are opting for Conveyance Re-imbursement (Own Car), then Registration Papers of the four wheeler and the Vehicle papers.

Signature

\_\_\_\_\_

Date

\_\_\_\_\_

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### Annexure -1

#### CONFIDENTIALITY UNDERTAKING

I am aware that during the course of my employment with Reliance Life Insurance, or any of its branch in India or overseas, (hereinafter referred to as "RNLIC" which expression unless repugnant to the context shall mean and include its successors and permitted assigns). I will come into possession of or acquire valuable information / technical know - how and proprietary information in the area relating to the business of the Company. (Hereinafter referred to as "Confidential Information").

For the purpose of this Undertaking, the term Confidential Information shall mean and include all Business Plans, proprietary, secret information, technical data or know-how, formulae designs, photographs, drawings specification, software programs and samples and / or any other material bearing or incorporating any such information which is disclosed, which information, data or know - how is marked or stipulated as being 'Proprietary', 'Confidential', 'Strictly Private' or otherwise, using words or similar significance. Such disclosure may be made either directly or indirectly, in writing, orally or by drawings, plans or inspection of products, materials parts or equipment.

#### Intellectual Property means

- 1) All inventions [whether patentable or not and whether or not reduced to practice] all improvement thereto, and all patents, patent applications, and patent disclosures, together with all renewals, continuations, continuations - in - part, revisions, and extensions of the same.
- 2) All trademarks, service marks, trade dress, logos, names and corporate names, together with all translations, adaptations, derivations and combinations of the same and includes goodwill associated therewith and applications, registrations and renewals in connection therewith.
- 3) All copyrightable works, copyrights and applications, registrations and renewals in connection herewith.



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4) All mask works and applications, registrations and renewals in connection with the same.

5) All trade secrets and confidential business information, including ideas, research and development, know-how, formulas, compositions, manufacturing and production processes and techniques, technical data, design, drawings, specifications, customer and supplier lists, pricing and cost information and business and marketing plans and proposals.

6) All computer software, including data and related documentation.

**NOW THEREFORE THIS UNDERTAKING WITNESSETH AS FOLLOWS:**

1) I recognize, the importance of maintaining absolutely secret the information and undertake to use such information wholly and exclusively for the benefit of RNLIC. I shall not disclose the same to any person whether as an employee of the Company or not, except under general authority in the usual course of business of the Company or if so ordered by a court of law with competent jurisdiction and with prior written approval of RNLIC.

2) I recognise and undertake RNLIC has full and absolute title over all information made available or provided to me during the course of my employment with the Company, and I shall make no claim of any interest therein.

3) On cessation of employment with RNLIC for whatever reason, I shall return all information, notes, MIS reports, drawings, documents, storage devices, head set and other property of RNLIC, covering / relating to the information of RNLIC received / obtained by me during the course of my employment. I also undertake not to retain any copies of the above.

4) I further undertake, that, I shall not either during my service with RNLIC and for a period of two years after cessation or termination of my employment for whatever reason, divulge the information to any other party in any capacity whatsoever without obtaining the prior consent of RNLIC, which consent I understand the Company has absolute discretion and may decline to give without assigning any reasons and which decision of RNLIC shall not call in question.

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CIN: U66010MH2001PLC167089

5) I further undertake, that, during my service with RNLIC shall not, either in the territory of India, or elsewhere in the world, directly or indirectly except after obtaining the prior written consent of RNLIC cause any employee of RNLIC to terminate his employment / relationship with RNLIC for the purposes of entering into any employment or other relationship with me or any business, firm or entity with which I am affiliated.

6) I also undertake that I shall promptly and fully disclose and assign to the Company all intellectual property rights including patents, design, copyright "know-how" and trademarks pertaining to inventions, new methods, discoveries and improvements, suggested by me, arising out of or in any way connected with my employment with the Company.

7) I also abide by the local rules and regulations of the entity I am working as applicable and amended from time to time.

8) I also agree that in the event of breach of these undertakings by me including without limitation the actual or threatened disclosure of the information, RNLIC will suffer irreparable injury. Accordingly, I agree that RNLIC shall be entitled to specific performance of my obligations in terms of the above undertaking, as well as such further injunctive relief as may be granted by a court of competent jurisdiction without prejudice to any other relief's, monetary or otherwise as it may be entitled to under law.

9) I acknowledge that no forbearance or tolerance on the party of RNLIC of any Breach of this bond by me shall constitute waiver of the requirements of this Agreement by RNLIC. I acknowledge that RNLIC shall continue to be entitled to enforce the terms of this Agreement nevertheless.

10) I acknowledge that this Agreement shall be governed and construed in accordance with the respective law of the Country where the undertaking signed by me and the place of breach is not relevant in this matter.

11) I agree that all disputes arising out of this undertaking shall be subject to resolution by binding



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arbitration in accordance with the Arbitration rules in the respective country and any amendments thereof in force and all disputes are subject to the jurisdiction of competent courts in the place where the registered office of the entity I am working is situated.

12) This Agreement constitutes the entire agreement between the parties on the subject and can be amended by RNLIC from time to time at the sole discretion of RNLIC.

13) I acknowledge that I was provided with an unsigned copy of this agreement in advance of signing the agreement and was given ample opportunity to read and seek whatever counsel related to the agreement, I may desire to understand the terms and conditions

I hereby, confirm, having read and understood the terms and conditions as specified in the letter and convey my acceptance of the same.

Name            AISHWARYA BABU  
                         \_\_\_\_\_  
Signature        \_\_\_\_\_  
                         \_\_\_\_\_  
Date              \_\_\_\_\_  
                         \_\_\_\_\_

**RNLIC Representative:**

Name            \_\_\_\_\_  
Title             \_\_\_\_\_  
Signature        \_\_\_\_\_  
                         \_\_\_\_\_



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## Annexure - 2

### NON - COMPETE AGREEMENT

- 1) The employee shall, during the period of assignment, work exclusively for the business of RNLIC.
- 2) All work performed in the course of assignment with RNLIC is exclusively for the benefit of RNLIC and the product of such work shall be "works-made-for-hire." RNLIC shall own all rights to such works and may make any use or non-use of such works without further payment or obligation to the EMPLOYEE.
- 3) The remuneration agreed upon between Employee and RNLIC is the sole payment for all services provided by the Employee. The Employee is not entitled to the payment of royalties or other forms of compensation for the works performed / developed in the course of assignment.
- 4) The Employee acknowledges that he / she has been furnished or may be furnished or may otherwise have received or have had access to or will receive or have access to information that includes but not limited to RNLIC' past, present, or future products, software, research, development, inventions, computer processes, techniques, designs, programs and codes, or other technical information and data names, addresses of Clients (including any of the affiliates, related entities, successors, or assigns of such Client or customer) and suppliers of forms, arrangements with such suppliers and Clients; buying habits or practices of any of RNLIC' Clients ; RNLIC' marketing methods, programs and related data, or other written records used in RNLIC' business; compensation paid to other Employees and independent contractors and other terms of their employment or contractual relationships; or any other confidential information of, about, or concerning the business of RNLIC, its manner of operations, or other data of any kind, nature of description (the "Proprietary Information"). The Employee agrees to preserve and protect the confidentiality of the Proprietary Information and all physical forms thereof, whether disclosed to the Employee before this Agreement is signed or afterward. In addition, the Employee shall not, during the employment and any time after the termination of employment, disclose or disseminate the Proprietary Information to any third party and shall not use the Proprietary Information for his / her own benefit or for the benefit of any third party without prior written approval of your Manager. In the event of a breach or threatened breach by the Employee of these provisions, RNLIC shall, in

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addition to other remedies, be entitled to an injunction in restraining the Employee from disclosing, in whole or in part, any such information or advertising concepts, or from rendering any services to any person, firm, or corporation to whom such information may be disclosed or is threatened to being disclosed. The foregoing obligations shall not apply to any information, which is publicly known. Within three days after RNLIC' request, the Employee shall return to RNLIC all copies of Proprietary Information in tangible form.

5) In the event of any termination for any reason whatsoever, the Employee shall not for a period of one year from the date of such termination, directly or indirectly, provide service to any Client where Employee previously provided services to the Client on behalf of RNLIC or was introduced through RNLIC. For the purposes of this paragraph, "introduced through RNLIC" means where a Client, Employee, Contractor, and other individual came to the attention of the Employee in any manner through RNLIC.

6) The employee acknowledges that RNLIC has spent considerable amount of resources in developing the relationship with the Client and an attempt by the Employee which results in a breach of the foregoing clause, will result in direct and foreseeable loss of business and damages to RNLIC.

In the event of breach of the aforesaid paragraph, Employee shall be liable to pay RNLIC, as liquidated damages, an amount equal to 100% (One hundred percent) of the Employee's annual compensation payable by the client. The right of such relief as mentioned in this paragraph shall be addition to and not in lieu of any other rights and remedies available to RNLIC at law or in equity.

7) If any of the provisions of this Agreement is declared invalid or unenforceable, the same shall not affect the remainder of the Agreement or rights or remedies, which shall be given full effect

Name AISHWARYA BABU Signature \_\_\_\_\_ Date \_\_\_\_\_

Page : 17



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A Reliance Capital Company

Reliance Nippon Life Insurance Company Limited(formerly known as Reliance Life Insurance Company Limited).



Reliance Nippon Life Insurance Company Limited.

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**RNLIC Representative:**

Name \_\_\_\_\_ Title \_\_\_\_\_ Signature \_\_\_\_\_

**ANNEXURE - 3**

**Sub:** Mandatory Pre-Employment activities to be completed before Date of Joining.

In order to ensure, you enjoy a seamless joining-experience on your stipulated date of joining, you are required to successfully complete the three important mandatory pre-employment activities, which are as follows:

**Pre-Employment Activities:**

- 01. Training on RNLIC Edge application** - You are expected to successfully complete 3 training modules as assigned to you on RNLIC Edge application before your date of joining.
- 02. e-Joint Field Work (e-JFW)** - You are expected to complete 2 e-JFW activity with your Branch Manager before your date of joining.
- 03. Prospecting** - Applicable for all channels except for Agency channel - You are expected to complete prospecting (please refer to the below table for minimum prospecting required Channel wise) in Super Express system of RNLIC before your date of joining.

Channel	Minimum Prospecting
Agency	Not required to fulfil this condition
DM, Banca, TPD	5 Prospects
F2F	30 Prospects

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HR/Joining Kit/Sales/Ver 1.4/1st

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Your joining with RNLIC will be confirmed only subject to successful completion of all the above mandatory pre-employment activities.

We would highly recommend you to, contact your Branch Manager today to discuss how he/she can help you in the best possible manner, in successfully completing the above required mandatory activities.

Congratulations and wishing you a successful career with RNLIC parivar.

**Thanks and Regards,**

**HR Department**

**Reliance Nippon Life Insurance Co. Ltd.**

---

I hereby agree and ensure completion of the above three pre-conditions, failing which I am aware that this "Offer cum Appointment" letter will become null& void.

**Employee Signature**

**Name of the employee.**

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HR/Joining Kit/Sales/Ver 1.4/1st

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**Annexure A**

**SALARY ALLOCATION PLAN**

Name: Mr./Ms	AISHWARYA BABU
Location	GO - Panjim
Designation	Sr Agency Recruitment & Development Mgr
Department	Agency
Date of Joining	July 18, 2022
CTC Offered	Rs. 252000/-

Details of CTC :	Monthly (Rs)	Annual (Rs)
Basic	6,300.00	75,600.00
HRA	3,150.00	37,800.00
Field Activity allowance	9,086.00	109,032.00
Executive allowance	0.00	0.00
Adv. Bonus	525.00	6,300.00
<b>Gross Salary</b>	<b>19,061.00</b>	<b>228,732.00</b>
<b>Less Statutory Contribution</b>		
Employer Contribution to Provident Fund (12% of Basic Salary)	756.00	9,072.00



## NIPPON LIFE INSURANCE

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Gratuity Provision @4.81% on basic	303.00	3,636.00
Employer Contribution to ESIC	880.00	10,560.00
<b>Total CTC PM</b>	<b>21,000.00</b>	<b>252,000.00</b>

Signature: \_\_\_\_\_





# TALENT HUNT CONSULTANCY

Approved by External Affairs Ministry, Government of India.

To,

11.10.21

Ms. Chelsea Cleopatra Da Costa

H No. 1509, Marigold Apartments,

Dr. Rego Bagh, Alto Santa Cruz,

Bambolim- Goa.

## APPOINTMENT LETTER

Ms. Chelsea Cleopatra Da Costa, we are pleased to offer you, the position of HR EXECUTIVE with M/S Talent Hunt Consultancy on the following terms and conditions:

### 1. Commencement of Employment and the term

Your Appointment letter will be effective, from the day you join the duty i.e. 06.10.21. The contract shall be of two years from the date of joining the duty which shall be renewable based on your performance.

### 2. Job Title and workplace

Your Job title will be HR EXECUTIVE at M/S Talent Hunt Consultancy,

approved by the Ministry of External Affairs, Government of India, Edcon Mind Space, Office No. 513, 514, 5<sup>th</sup> Floor, Opposite Hotel Taj Vivanta beside Basseraa Family Restaurant, St. Inez, Panaji Goa, 403001. at 9:00 AM (reporting time) in the morning and 6:00 pm in the evening.

### 3. Salary

Your basic salary will be 10,000 per month. There will be 10% Increments in the salary range every year on the basis of demonstrated results and effectiveness of performance during the period of review. Also, that on successful

Edcon Mind Space, Office No. 513 & 514, 5th Floor Opp. Hotel Taj Vivanta, Besides Basseraa Fine Dine Family Restaurant, St. Inez, Panjim, Goa.

www.talenthuntconsultancy.com • talenthuntgoa@gmail.com • +91 8322429697 / +91 9764738680



Date: 01-Nov-2021

**Layzel Fernandes,**  
**H. No. 167**  
**Near Honda Priority**  
**Vodlem Bhat Taleigao**  
**Tiswadi Goa 403002**

We are pleased to put forth this letter of employment for the position of **Jr. Implementation Consultant** in the **Implementation & Training Department at Open Destination Infotech Pvt. Ltd. (hereinafter referred to as the "ODL")** with effect from your date of joining i.e 01-Novemeber -2021.

**Salary Structure:**

Your efforts at the Company shall be compensated with a sum of **Rs. 2,40,000/- (Rupees Two Lakhs Forty Thousand Only)** per annum, which shall be inclusive of Basic Salary, Monthly Allowances, Provident Fund and other Annual components. Details of your emoluments/Salary/Cost to the Company which include the monthly as well as annual allowances have been enclosed herewith as "Annexure A".

The Basic Salary and other perquisites / benefits distributed under the aforesaid head will be governed by the provisions of the Income Tax Act, 1961 and Rules framed thereunder, from time to time.

The management of the Company has the sole discretion to change/revise the existing salary structure as and when necessary and without prior intimation to the Employee. However, the total emoluments due and payable to you shall remain unaffected.

In addition to the above, you shall be governed by the following terms and conditions of employment with the Company:

**1. Place of Posting:**

Your present place of posting is at Panjim, Goa at our office situated at Casa Del Sol, Building No III, 3rd Floor, Dayanand Bhandodkar Marg, Miramar, Panjim - Goa 403001. You shall be governed by the transfer policy of the Company as described in Clause No. 4 of this Letter of Employment, at any point of time during the course of your employment with the Company. The date of joining and the person to whom you shall report to, shall be conveyed to you via email before the said date of joining.

**2. Age of Retirement:**

You shall retire from the services of the Company after completion of 60 years of age subject to any change in the said age limit prescribed by the Company.

**3. Probation, Severance and Notice Period:**

- i. Your probation shall be for a period of 6 months. During this time you shall be eligible for an alternate 5 day / 6 day working week as informed to you by Human Resource.

---

Open Destinations Infotech Pvt Ltd.

3<sup>rd</sup> Floor, Casa Del Sol, Building No III, Opp Marriott Hotel, Miramar Panjim, Goa-403 001. India

Tel: +91 9607910285/86/87 Email: hr@opendestinations.com Web: www.opendestinations.com

Date: 01-Nov-2021

**Aliana Kristen Rodrigues,  
B3/S2 Kamat Gardens,  
Dattawadi,  
Mapusa - Goa 403507**

We are pleased to put forth this letter of employment for the position of **Jr. Implementation Consultant** in the **Implementation & Training Department at Open Destination Infotech Pvt. Ltd. (hereinafter referred to as the "ODL")** with effect from your date of joining i.e 01-Novemeber -2021.

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**3. Probation, Severance and Notice Period:**

- i. Your probation shall be for a period of 6 months. During this time you shall be eligible for an alternate 5 day / 6 day working week as informed to you by Human Resource.

24/12/2021

To,  
Mr. Saish Naik  
Near Manguesh Temple,  
Mangueshi,  
Ponda - Goa

Dear Saish,

It is our pleasure to extend the following offer of employment to you on behalf of Delta Corp Ltd.

As discussed, we are pleased to offer you the position of "Transport Secretary" in the Transport Department in "Deltin Royale".

This offer is contingent upon your passing medicals including submission of Covid 19 negative test report, reference checks and police verification.

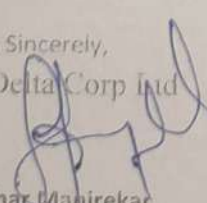
We would expect you to join as early as possible, but not later than 07/01/2022, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, by us in writing.

To enable smooth process of your joining, please complete the following formalities before your joining date: (send scan copies @)

1. 05 copies of colored passport size photographs with white background.
2. Medical fitness certificate; from an authorized Medical Practitioner.
3. Police clearance certificate (with the photograph stamped across).
4. Blood group identification report.
5. Photocopies of all Education Certificates and originals for verification (on the day of joining).
6. Relieving letters & Experience Certificates of all the previous organizations. (not applicable for a fresher)
7. Original Relieving certificate from last employer. (not applicable for a fresher)
8. Last 3 months Pay slips. (not applicable for a fresher)
9. Permanent Address Proof- Any two of these (Ration card / Electricity Bill / Postpaid Telephone bill, House Agreement, Bank Pass book/Passport Copy / Driving License / Election card)
10. Photo ID Proof for Age verification - Aadhar card (Mandatory)
11. PAN Card copy
12. COVID Vaccination certificate (Ideally Fully Vaccinated certificate to be given) or if Partially Vaccinated, then Partially Vaccinated certificate & Negative Covid19 RTPCR certificate from competent authority of State Government as well as from Goa Government (if the candidate has travelled from other state).

We kindly request you to acknowledge the same as a token of your acceptance of the offer.

Yours Sincerely,  
For, Delta Corp Ltd

  
Shridhar Manjrekar  
Assistant Manager - HR

**Goa Office :**

C/o Delta pleasure Cruise Comp. Pvt. Ltd,  
Fisheries Jetty, Gr. Floor, D.B. Bandodkar Rd.,  
Panjim, Goa - 403 001

P : 0832 2433200  
F : 0832 2433201

**Regd. Office :**

10, Kumar Place, 2408,  
General Thimayya Road,  
Pune - 411 001.

P: 020 41207787

109, Bayside Mall, 2<sup>nd</sup> Floor, Tardeo Road,  
Haji Ali, Mumbai - 400 034.

**Mumbai Office :**

ACCEPTED

P : +91 22 4079 4700  
F : +91 22 4079 4777



Sub : Offer Letter from Soul Travelling

Dear Akhil,

Greetings from Soul Travelling!

It would be our pleasure to welcome you to the Soul Travelling Family. We are glad to offer you the position of ' Operations Executive - Trainee ( Junior Ambassador) ' with our company. This will be a FULL TIME role.

We are pleased to inform you that your Training Program will commence on Wednesday, 06 July 2022

The training program will add value to your professional life and will open a world of opportunities. In the event of your performance falling short of required standard, the management reserves the rights to either extend your training or terminate your services.

Your major responsibilities on completion of training program will be as mentioned below:

- Conducting trails and experiences across different locations
- Get yourself trained in new trails and experiences and creating a knowledge base
- Research and Read about interesting stories and history which will help while conducting the experiences
- Work on your public speaking skills and learn about Soul Travelling as a company and the code of conduct
- Get yourself acquainted in the field of hospitality and offbeat experience- based travel
- Attend online and offline sessions conducted by Soul Travelling and present about different trails as per training procedures
- Work with different team members and stakeholders to make sure the experiences are executed seamlessly
- Learn about and work with different clients that are a part of the Soul Travelling portfolio
- Helping in curating new experiences and submitting required documents for the same

We would like you to confirm your acceptance of joining us by responding with an email accepting the offer. In the event of not receiving the same or not joining on the date provided, Soul Travelling reserves the rights to withdraw the offer.

We are sure you are as excited to be apart of this great family, just as we are to have you with us. Together, let us take Soul Travelling to greater heights. Wish you the very best.

Yours Sincerely,

Varun Hegde

Director - Operations & Curation

Soul Travelling



G-9, MEDEIRA  
ENCLAVE  
FATORDA 403602  
GOA



+91 7378301863



infosoultravelling.in  
www.soultravelling.in





Sub : Offer Letter from Soul Travelling

Dear Tanaya,

Greetings from Soul Travelling!

It would be our pleasure to welcome you to the Soul Travelling Family. We are glad to offer you the position of ' Operations Executive - Trainee ( Junior Ambassador) ' with our company. This will be a FULL TIME role.

We are pleased to inform you that your Training Program will commence on Wednesday, 06 July 2022

The training program will add value to your professional life and will open a world of opportunities. In the event of your performance falling short of required standard, the management reserves the rights to either extend your training or terminate your services.

Your major responsibilities on completion of training program will be as mentioned below:

- Conducting trails and experiences across different locations
- Get yourself trained in new trails and experiences and creating a knowledge base
- Research and Read about interesting stories and history which will help while conducting the experiences
- Work on your public speaking skills and learn about Soul Travelling as a company and the code of conduct
- Get yourself acquainted in the field of hospitality and offbeat experience- based travel
- Attend online and offline sessions conducted by Soul Travelling and present about different trails as per training procedures
- Work with different team members and stakeholders to make sure the experiences are executed seamlessly
- Learn about and work with different clients that are a part of the Soul Travelling portfolio
- Helping in curating new experiences and submitting required documents for the same

We would like you to confirm your acceptance of joining us by responding with an email accepting the offer. In the event of not receiving the same or not joining on the date provided, Soul Travelling reserves the rights to withdraw the offer.

We are sure you are as excited to be apart of this great family, just as we are to have you with us. Together, let us take Soul Travelling to greater heights. Wish you the very best.

Yours Sincerely,  
Varun Hegde  
Director - Operations & Curation  
Soul Travelling



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Sub : Offer Letter from Soul Travelling

Dear Sadiya,

Greetings from Soul Travelling!

It would be our pleasure to welcome you to the Soul Travelling Family. We are glad to offer you the position of ' Sales Executive - Trainee ' with our company.

We are pleased to inform you that your Training Program will commence on Wednesday, 06 July 2022

The training program will add value to your professional life and will open a world of opportunities. In the event of your performance falling short of required standard, the management reserves the rights to either extend your training or terminate your services.

Your major responsibilities on completion of training program will be as mentioned below:


- Approach potential customers at the tied up properties
- Pitch the products and answer all their questions
- Help prepare the day itineraries to the guests
- In case of large groups, get help from seniors and prepare the plan
- Fulfillment of large orders: In Case of larger orders, get actively involved with the end-to-end process right from making quotations, planning, distributing tasks, implementation and feedback
- Suggest any changes to the offline marketing material based on inputs and replenish the same
- Seek continuous feedback from the customers so as to improve the Sales process
- Follow up for the Payments and clarify in case of any difficulties/ errors
- Monthly meeting with the Manager to give a download on the reports prepared, challenges faced etc.


We would like you to confirm your acceptance of joining us by responding with an email accepting the offer. In the event of not receiving the same or not joining on the date provided, Soul Travelling reserves the rights to withdraw the offer.

We are sure you are as excited to be apart of this great family, just as we are to have you with us. Together, let us take Soul Travelling to greater heights. Wish you the very best.

Yours Sincerely,  
Kedar Borker  
Director - Sales & Marketing  
Soul Travelling

 G-9, MEDEIRA  
ENCLAVE  
FATORDA 403602  
GOA

 +91 7378301863

 info@soultravelling.in  
www.soultravelling.in

**PRIVATE AND CONFIDENTIAL**

**18/07/2022**

Candidate ID: 1613  
Mr. Ritik Singh  
172, Behind UGB bank  
Attabira  
Bargarh, Odisha - 768027

**SUBJECT: Offer of Employment and Appointment Letter**

Dear Ritik,

With reference to the recent meetings and discussions you have had with us, we are now pleased to make you an Offer of Employment with IGT Solutions Private Limited ("Company").

This Offer is made subject to and is conditional upon you meeting the following criteria:

A pre-employment screening check, including receipt of references to the satisfaction of the Company, as applicable.

Verification to the satisfaction of the Company of the information that has been provided to the Company during the course of your application process.

You are requested, to provide documentary proof to the Company that you are (and continue to be throughout your employment) in possession of the necessary permission to live and work in India. This includes satisfying the requirements of the government medical check, as applicable.

Every effort will be made to complete the Company's recruitment procedures before the date of your joining the Company. The checks/verifications listed above may be repeated at any time during your employment. If the checks listed above are not completed prior to the commencement of your employment and if you fail in any of the checks/verification performed, the Company may withdraw its Offer of Employment and Appointment Letter immediately and you will not be entitled to any pay in lieu of notice or any other compensation or damages.

If the checks are carried out while you are employed but do not return satisfactory results on account of misconduct, the Company may terminate your employment without notice or pay in lieu of notice, if you have been employed for less than one month, and/or by giving one week's notice if you have been employed for one month or more (subject to any greater notice period as may be required by law).

Registered Office  
Unit No. 1, Ground Floor, A Wing  
Business @ Mantri, Survey No.  
197/2+4 to 7B  
Lohegaon Nagar Road Pune,  
Maharashtra, 411014

IGT Solutions Pvt. Ltd.  
(Formerly known as InterGlobe Technologies Pvt. Ltd)  
2nd Floor, Infotech Center, Milestone 14/2,  
Old Delhi Gurgaon Road, Dhundahera,  
Gurugram - 122016, Haryana

T +91 124 458 7000  
www.igt solutions.com  
mktg@igt solutions.com

CIN U72300PN1998PTC187929



27<sup>th</sup> September 2022

**Franson Fernandes**  
**H.No. 268, Bannabhat**  
**Ambaulim – Quepem**  
**Goa**

### **OFFER OF EMPLOYMENT**

We are pleased to offer you the position of **Events Coordinator** in the **Sales & Marketing Department** on 12 Months' Fixed Term Contract with ITC Grand Goa, Resort and Spa.

1. Your date of reporting will be 17<sup>th</sup> October (Monday) for completion of the joining process.
2. You are required to attend your pre-employment medical tests by the Company's nominated Doctor, prior to your joining. You will be advised regarding the same separately.
3. During the period of your employment with the Company, the terms and conditions of employment shall be regulated by such Standing Orders, Rules and Regulations as enforced by the Company from time to time.
4. Your appointment letter will be issued to you in due course, which will formally detail the terms and conditions of your employment.
5. This offer of employment is subject to:
  - a. You being found medically fit for employment with us by the Company's Medical Officer.
  - b. Submission of documents as listed in the annexure (List of documents to be submitted).
  - c. Police verification from appropriate Police Authority.
  - d. Clearance of background verification.
  - e. This Offer stands invalid if not reverted back on or before 30<sup>th</sup> September 2022

Thank you. Welcome aboard!



AROSSIM BEACH, CANSULIM, SOUTH GOA - 403712, INDIA  
T 91 832 272 1234 - F 91 832 272 1235

REGISTERED OFFICE: ITC LIMITED, VIRGINIA HOUSE, 37 J.L. NEHRU ROAD, KOLKATA 700 071, WEST BENGAL, INDIA  
CORPORATE IDENTITY NUMBER: L16005WB191091C001985 VISIT US AT WWW.ITCPORTAL.COM  
WWW.ITCHOTELS.IN



Dear Franson your, emoluments per month will be as follows-

Basic	:	Rs. 7982/-
House Rent Allowance	:	Rs. 4382/-
Conveyance Allowance	:	Rs. 500/-
Special Allowance	:	Rs. 2786/-
		=====
<b>Total Gross Salary</b>	<b>:</b>	<b>Rs. 15650/-</b>
		=====

Thank you. Welcome aboard!

  
**Authorised Signatory**  
ITC Grand Goa, Resort and Spa





Enduring Value

AROSSIM BEACH, CANSALIM, SOUTH GOA - 403712, INDIA  
T 91 832 272 1234 - F 91 832 272 1235

REGISTERED OFFICE: ITC LIMITED, VIRGINIA HOUSE, 37 J.L. NEHRU ROAD, KOLKATA 700 071, WEST BENGAL, INDIA  
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WWW.ITCHOTELS.IN