

Dated: 23-May-19

Mr./Ms. Shaik Nagul Pasha,
13/110A,Peerlakottam Bazar
Huzur Nagar
Nalgonda,
Andhra Pradesh - 508204

Appointment Letter

Dear Shaik Nagul Pasha,

In furtherance to the Letter of Intent , we are pleased to appoint you as an **Desktop Support Engineer - L**
2. As per the terms and conditions mentioned herein below. You may be deputed to **IDC clients site** as a representative of the company in order to fulfill the Company's contractual obligations, as a part of your official duties and responsibilities.

1. APPOINTMENT:

- 1.1 Your appointment shall be effective from **08-Apr-19** As agreed and accepted by you, your gross annual compensation, inclusive of all the benefits shall be **160560/-** . (**Details Attached in Annexure –“A”**) Notwithstanding this, in the event of the project/work for which you are being employed comes to an end, this contract shall be co-terminus with the aforementioned project/work. At the end of the above referred period, the contract will stand terminated automatically without any notice or communication to you, unless they are explicitly extended by us by a letter in writing.
- 1.2 Notwithstanding anything above, depending upon the aforementioned project/work, the Company reserves its right to extend your appointment for such period or periods as may be necessary depending upon the exigencies relatable to the work for which you are hereby engaged. In that event, the Company shall in writing extend your assignment on the terms as may be indicated in such letter and in the event of your acceptance of such extension of the assignment you shall be governed by such terms and conditions as may be indicated therein.
- 1.3 You warrant that, by entering this Agreement and performing your obligations hereunder, you will not breach of any terms or obligations under any subsisting Agreement, written or oral, with any third party.

2. DUTIES AND RESPONSIBILITIES:

- 2.1 You shall perform all such duties as may be delegated by the Company/Client to you and comply with all such directions as IDC TECHNOLOGIES or its Client may from time to time assign or give to you. Your designation as well as your duties and responsibilities are liable to be changed at the discretion of the Management.
- 2.2 You shall, during the Term of this engagement (unless prevented by ill health or accident or as otherwise agreed by the Company in writing), devote your entire time and attention and abilities to your employment with the Company/Client and shall use your best endeavors to promote, develop and extend the business of the Company/client and conform and comply with the directions and regulations of the Company/Client at all times, and in all respects.
- 2.3 You shall, at all times, promptly give to the Company/Client and/or to any person to whom you operationally report (in writing, if so requested) all such information, explanations and assistance as may be required in connection with your duties under this Agreement.

3. EMPLOYEE OBLIGATIONS:

- 3.1 You shall ensure compliance with the Company's/Client's code of conduct;
- 3.2 You will be responsible for safekeeping and return in good condition and order of all Company/Client property, which may be in your use, custody or charge.
- 3.3 You shall at all times keep your Manager, promptly and fully informed (in writing if so requested) of the conduct of your duties and provide such explanation as he/she may require.
- 3.4 You will not accept any present, commission or any sort of gratification in cash or kind from any person, party or firm or Company or client having dealing with the Company and if you are offered any, you should immediately report the same to the senior management of the Company/Client.
- 3.5 You understand and acknowledge that absence for a continuous period of three (3) days without prior approval of your Manager, (including overstay on leave/ training) would result in automatic termination of your employment without any notice or intimation.

4. COMPENSATION AND TAX:

4.1 Remuneration:

IDC shall pay you the basic salary and other benefits as mentioned in Clause 1.1.

The salary payable to you pursuant to Clause 1.1 shall be deemed to accrue from day to day and shall be paid in arrears in twelve equal monthly installments, subject to necessary deductions mentioned in Clause 4.2 below. The salary set out in clause 1.1 hereto is subject to review in accordance with Company/Client practice and policies from time to time, however there shall be no obligation on the Company to increase such salary at any point of time save and except at its sole discretion.

- 4.2 The salary and other benefits paid to you hereunder shall be subject to the usual statutory and other deductions, including tax and other contributions normally required to be withheld by an employer in India.
- 4.3 All applicable Indian taxes on your Compensation and Benefits stated in this employment contract will be as per subsisting governmental laws as well as any applicable statutory contributions, if any, etc. shall be borne and paid entirely by you. The Company shall pursuant to the applicable law withhold from any benefit or salary made pursuant to this letter all central, state, municipal, other taxes, contribution, etc. as may be required. You will continue to be responsible for the filing and accuracy of all required tax returns in India.
- 4.4 **HDFC Bank is our priority banker; hence salary will be credited in HDFC Bank a/c through Bank transfer only. You have to submit the Bank account number along with a copy of the cancelled cheque or passbook or statement copy before cut-off dates (i.e. on or before LWD of calendar month). The Management reserves the right to do change in payment policy or accept or reject any other banker in case to case basis.**

5. TERMINATION:

5.1 Termination by Employee:

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

- 5.2 On termination of your employment for any reasons, the Company will be entitled to deduct any amount(s) you owe to the Company/Client or any of the group companies from remuneration payable to you.

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Shaik Nagulpasha

Contract ID : 40029818

Parent Org : IDC

Validity : 07/04/2020