

**Pranav Ravsaheb Wakchaure**

Zapwadi, mu-parkhatpur bk Akole,  
Ahmadnagar, Maharashtra 422601  
M: +91 8888542917

Date: 28<sup>th</sup> Feb 2023

Dear Ms., Pratiksha,

**Sub: Appointment Letter**

Following our recent discussions and with reference to your curriculum vitae, we are pleased to offer you (the "Employee") **regular full-time employment** with **KAMTOWER India LLP** in the position of **Graduate Engineering Trainee (GET)**. However, your performance will be reviewed for 12 months, and the employment will be confirmed upon completion of 365 days from the date of joining. Your employment will be commencing on **15<sup>th</sup> of June 2023** and will be under the following terms and conditions.

**1. Commencement of Employment**

Subject to your accepting this appointment letter and reporting to duty on or before **15<sup>th</sup> June 2023**, your appointment is effective from the date of joining till (Period of Employment).

**2. Position**

2.1 You will perform the duties of **Graduate Engineering Trainee (GET)** for the Company or any other group companies as may be required by the Company.

2.2 You will perform your duties, as may be assigned to you from time to time, in accordance with the instructions of the Company and that you will devote all of your normal working hours and best endeavours to performing the duties outlined in a manner, which will promote the interests of the Company. The nature of the Company's business demands that you are flexible with your approach to work to service the best interests of the Company. Accordingly, you will be expected to undertake such other duties that may reasonably be allocated to you to consider the changing needs of the Company's business and your role within it.

2.3 The Employee will report to the **Engineering Manager** of the Company, or any other member of the management as may be designated from time to time by the Company. Such reporting authority has been referred to as Manager in this contract.

You will be initially based in **Pune** and then will be deputed to different project sites, from where you will perform your roles and responsibilities. In future, you may be required to perform your duties from any other offices of the Company, as may be required by the Company, from time to time within your period of employment.

### **3. Duration**

The initial term of employment will be for **Twelve months**, subject to extension based on the performance and at the sole discretion of the Management.

### **4. Remuneration & Benefits**

Your yearly compensation will be **INR 3,00,000/- (Rupees Three Lac only per year)** on a **Cost to Company (CTC)** basis and will be subject to deduction of tax at source. A detailed salary structure will be shared with you in next 30 days.

The Company assumes no responsibility for your personal tax affairs, and your tax liability in respect of your remuneration is entirely your responsibility. Provided however, the Company may from time to time, withhold any tax as may be required by applicable law that requires to be deducted by the employer.

### **5. Leave and Holidays**

During your Employment, you will be entitled for Leave benefits as per the leave policy of the company. This will be communicated to the employee within 30 Days of joining.

If, on termination of the Employment for any reason, Employee has used more vacation days than Employee has accrued, Employee agrees to pay the Company an amount equal to the Salary paid for any such days. Except as expressly excluded herein, Employee shall be entitled to be paid for accrued but unused vacation days upon termination of Employee's Employment. When calculating any payment due under this Clause, one vacation day shall be equivalent to 1/260th of the Salary.

### **6. Conduct**

The Company expects all its employees to behave in a manner appropriate for business purposes in the conduct of their duties.

## **7. Termination**

The Company may terminate your employment without notice in circumstances, or misconduct warranting summary dismissal, after giving you an opportunity to respond to the charge or charges. Such circumstances or misconduct would include:

- 7.1 You are committing any act of dishonesty, fraud, misconduct, wilful breach of duty or company policy, or serious and wilful neglect in the performance of your duties; or
- 7.2 Absence from service without prior notice in writing or without informing officially for five consecutive days or more; or
- 7.3 Causing damage to the property of the Company; or
- 7.4 Misrepresenting any of your particulars pertaining to your age, past employment and all other particulars mentioned by you in your application / resume; or
- 7.5 You are being convicted for an offence precluding or inhibiting the further performance of your duties

On termination, the Company shall not have any further liability to you other than for remuneration, allowances and perquisites that have accrued prior to the effective date of termination of employment.

Upon termination for whatever cause or reason, you shall return all company property including books, papers, and documents whether in hard copy or in soft form, entrusted to you during the course of your employment with the Company. The Company may, in its sole discretion, deduct the value of the property not returned by you in the full and final settlement.

## **8. Separation**

In addition to Clause 7, employment can be terminated either by the management or by the employee without assigning any reason on either side.

Either party can terminate the Contract of services by providing one-month notice or one-month gross salary in lieu thereof after completion of one year of service.

The company however reserves the right to terminate the employee before one year too in case the performance is below average in addition to cl 7.1 through 7.5.

If the employee wants to separate from company before one year, he needs to pay two month's gross salary to company.

## **9. Confidential Information and Intellectual Property**

“Confidential Information” means any information in respect of the business of the Company which is not in the public domain and includes, but is not limited to any document, book, account, process, patent, trade secret, specification, program, design or know-how which comes to your notice during your employment with the Company, or which is generated by you in the course of your duties.

The Employee shall not use, divulge or communicate to any person of the trade or other confidential or proprietary information of the Company which he may have received or obtained while in the service of the Company. This restriction shall continue to apply after termination of his employment without limit in the point of time shall cease to apply to information or knowledge which may come into the public domain otherwise than through unauthorized disclosure by the Employee or is required to be disclosed by Law.

## **10. Restrictions on other business**

The Employee shall not during the continuance of his employment be engaged or concerned or interested either directly or indirectly in any capacity in the conduct of any business, trade or occupation competing in any material aspect with the business for the time being of any Group Company. In this Clause, “occupation” shall include the holding of any public or private office, which in the Company’s opinion may hinder or otherwise interfere with the performance of his duties hereunder.

## **11. Inconsistency**

This agreement shall be construed subject to any applicable statute, delegated legislation or industrial instrument (the applicable legislation) to the intent and effect that if any provision of this agreement is inconsistent with or at variance with the terms of the applicable legislation which may not be varied or contracted out of, the terms of the applicable legislation will prevail and this agreement will, to the extent of the inconsistency or purported variance, be inoperative.

## **12. Proper Law and Choice of Law**

This agreement shall be governed by and construed in accordance with the law for the time being in force in India. You agree to submit to the non-exclusive jurisdiction of the courts of India.

## **13. Background Check**

At any time during the Employment with the Company, it reserves the right to undertake a background check, either directly or through a third party of the representations made by the

Employee during the Selection Process. These representations include information conveyed by the Employee including salary from previous employments, educational qualification, work experience, etc. In case of any of these representations being found incorrect, the Company reserves the right to terminate this contract without any notice or without any further remuneration or benefit payable to the Employee from the date of such termination.

#### 14. Change of Contract

The Company may, in line with Company policies, change the form of the contract. However, in such a case the substance of Clause 4 – Remuneration & Benefits shall be retained.

Please confirm your acceptance of the terms and conditions of your fixed term employment by signing and returning the enclosed copy of this letter. Should you require clarification or any further information, please do not hesitate to contact us.

We warmly welcome you to the KAMTOWER India LLP and wish you a rewarding and fulfilling journey with us.

Sincerely,



06.03.2023


Mahesh Jadhav  
Authorised Signatory  
KAMTOWER INDIA LLP

#### ACCEPTANCE

I, \_\_\_\_\_, hereby confirm that I have read and understood the engagement terms and conditions stated in this letter and confirm my acceptance of the same.

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

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

<b>Salary Annexure</b>		
<b>Name</b>	Pranav Ravsaheb Wakchaure	
<b>Designation</b>	Graduate Engineering Trainee (GET)	
<b>Grade/Level</b>		
<b>Division</b>	Design	
<b>Date of Joining</b>	15-June-23	
<b>Salary Components</b>	<b>Annual</b>	<b>Monthly</b>
Basic	1,33,491	11,124
HRA	53,396	4,450
Functional/Spl Allowance	80,095	6,675
Flexi Benefit Plan (FBP)	-	-
Medical Reimbursement	-	-
Meal Card Allowance	-	-
LTA	-	-
Children Education Allowance	-	-
Children Hostel Allowance	-	-
Uniform Allowance	-	-
Professional Pursuing Expenses	-	-
<b>Gross Salary (A)</b>	<b>2,66,982</b>	<b>22,249</b>
Net Salary	2,45,382	20,449
Company contribution to PF	21,600	1,800
ESI	-	-
Gratuity	6,418	535
Medical Insurance	5,000	417
Total Benefits (B)	33,018	2,751
Fixed Cost to company (A+B)	3,00,000	25,000
Annual Incentive	Based on performance	Based on performance
<b>Total CTC (A+B)</b>	<b>3,00,000</b>	<b>25,000</b>
 <b>Authorized Signatory</b>		