

05th July 2023

GEETANJALI UTTAM KENDRE
Kekat Sarni, Beed,
Maharashtra-431123, India

Dear **GEETANJALI**,

Re: Offer Letter

With reference to and relying upon your Application / Bio-Data, the information provided by you such as educational qualifications, work experience credentials etc. and the subsequent interview you had with us, we are pleased to make an offer for employment to you for the position of "Graduate Engineer Trainee" in "Civil" department of our organization, namely "Welspun Enterprises Limited" on the following terms and conditions:

1. Your initial place of posting will be at **Jaunpur Site**. On joining, you are required to report at **Lucknow Regional Office**.
2. Your Salary is distributed as per the following:
 - a. **Gross Salary:** Rs. 3,00,000/- (Rupees Three Lac only) Per Annum
 - b. **Retention Pay:** Rs. 50,000/- (Rupees Fifty Thousand only) (one-time payment after completion of a year)

Total Salary will be **Rs. 3,50,000/-** (Rupees Three Lac Fifty Thousand only)

3. You are required to take up your assignments latest by 10th July 2023, failing which this offer letter would stand withdrawn and cancelled.
4. On joining, you are required to furnish true copies of following documents:
 - a) Educational certificates and testimonial.
 - b) Photo ID proof.
 - c) Pan Card.
 - d) Proof of date of birth.
 - e) Local and Permanent Residential proof along with 4 Passport size photographs.
 - f) Aadhar (UID) Card.
5. Your services are transferable to any place of Business of the Welspun Group Companies or may be assigned to any Welspun Group Company.
6. You will be eligible/ entitled for Leave as per rules of the Company.
7. You will be governed by the rules, regulations, systems, practices and policies of the Company as are/ may be in force from time to time unless otherwise specifically stated.
8. All other terms and conditions governing your employment with the organization will be specifically mentioned in the Formal Appointment Letter which will be issued to you, after your taking up assignments at **Jaunpur Site**.

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Welspun Enterprises Limited

Welspun House, Kamala City, Senapati Bapat Marg, Lower Parel (West), Mumbai 400 013, India.

T : +91 22 6613 6000 / 2490 8000 F : +91 22 2490 8020

E-mail : companysecretary_wel@welspun.com Website : www.welspunenterprises.com

Registered Address: Welspun City, Village Versamedi, Taluka Anjar, District Kutch, Gujarat 370 110, India.

T : +91 28 3666 2222 F : +91 28 3627 9010

Corporate Identity Number: L45201GJ1994PLC023920

9. This offer of appointment is subject to your being found medically fit by our authorized medical practitioner.
10. We reserve the right to carry out an extensive background check such as educational qualifications, work experience, references etc. at any stage (including after your joining / leaving the Organization) either on our own or through external agencies appointed by us and this process takes about two months. Please note that if the verification report is negative, then this offer letter and subsequent appointment with Company will be cancelled/withdrawn with immediate effect.
11. Subject to the provision of Clause 10, this offer and acceptance thereof for the purpose of joining, is irrevocable and any party breaching the contract shall be liable for payment of damages as per provisions of applicable laws.
12. You are required to send your acceptance of this Offer by 07th July 2023, i.e. within 2 days, failing which the Offer shall stand withdrawn and cancelled.
13. This Offer letter shall be governed by the laws of India.
14. Kindly return us the duplicate copy of this offer letter duly signed by you as a token of your acceptance.

We look forward to your association with "WELSPUN GROUP OF COMPANIES".

Yours faithfully,

For, Welspun Enterprises Ltd.



Rajesh Jain
Senior Vice President – Human Capital & General Affairs