

**Vishal Anap  
Pune**

**Dear Vishal,**

We are delighted to welcome you to Just Dial and wish you a great career with us.

Reference to our recent discussions, we are pleased to appoint you as **Business Development Executive**, in **G12** on the following terms and conditions:

Your Employee Code is **10067095**.

### **Date of Joining and Place of Work**

Your date of joining the employment with Just Dial is **30-07-2018** and your place of posting is **Sangamner**. The Company reserves its right to transfer you to any other location within India or abroad and to any of its subsidiaries or associate companies. You shall abide by the rules and regulations pertaining to the entity where you are posted.

### **Compensation**

Your consolidated compensation per annum on Cost to Company basis is **Rs. 259000 (Two lakh fifty nine thousand only)**.

The details of your compensation are as follows:

<b>S.No</b>	<b>Term</b>	<b>Salary</b>	<b>Total</b>
1	First Six Months	Rs.17000 /-p.m.	102000
2	Revised Salary - After Six Months*	Rs.20000 /-p.m.	120000
	<b>Performance Cum Retention Bonus**</b>	<b>Amount</b>	
3	End of 6 Months - One month Salary	17000	17000
4	End of 12 Months - One month Salary	20000	20000
	<b>Total CTC per annum</b>		<b>259000</b>

\* **Revised Salary & Performance cum Retention Bonus (PCRB)** are paid subject to satisfactory performance report at the **end of 6 months** and **12 months** after successful completion of probation in writing.

Further details are given in the **Annexure**.

## **Probation**

You shall be on probation for a period of six months from the date of your joining. On satisfactory completion of the probationary period, your services will be confirmed in writing. You will be deemed to be on probation until issuance of confirmation letter.

## **Hours of Work**

You shall abide by the policy on working days and working hours as applicable to you and this can be reviewed from time to time based on business exigencies. You shall have no objection to working on shifts or staggered shift duty hours, if required.

## **Good Faith and Confidentiality**

During your employment with the Company, you will devote the whole of your energies to your work and you will not - directly or indirectly - carry-on or engage or be interested in any other business or trade or employment or project or assignment of any nature, regardless of whether it has a monetary benefit or not.

You shall not induce, recruit or solicit, either directly or indirectly, any employee or client or customer of the Company for a period of 12 months from the date of your separation from the Company.

You shall keep all confidential information that comes to your knowledge during your employment with us and shall not use or disclose or attempt to disclose any of the secrets or confidential information of the Company or its subsidiaries or associated companies to any person - internal or external - or to any agency or entity, except as authorized or required by your duties.

You will be also responsible for the safekeeping and return in good condition and order, of all Company assets-hardware and software - including Books, Documents, Files, Digital products like CD's and DVD's, Credit and Debit Cards, Passwords or Authorization Codes, etc., which will be in your use, custody or charge during your employment with us.

## **Inventions and Patents**

All inventions, creations, developments, improvements and any or all work done by you either your employment with the Company shall remain the property of and singly or jointly during vested in the Company.

The Company reserves the right to obtain copy right or patent registration of any invention, creation, development or improvement of any work done by you either singly or jointly during your employment with us.

You will execute all papers and documents that may be necessary to obtain patents or copyrights in favour of the Company.

## **Termination of Employment**

Your services may be terminated any time during the probationary period by giving 15 days notice in writing by either side and without assigning any reasons thereof.

Your services may be terminated after confirmation by giving 30 days notice in writing by either side. In case you leave our employment without giving the required notice, you will pay or we shall have the right to deduct as liquidated damages, notice pay equivalent to the unserved notice period from your full and final dues (if any)

Company has rights to reserve any dues payable in case of absconding from work or unauthorized absence without prior notice.

## **Jurisdiction**

It is agreed that all disputes between you and the Company shall have jurisdiction of the courts in Mumbai. All other terms and conditions shall be as per the general or specific rules of the Company in force from time to time.

## **Period of Employment**

The age of retirement shall be 58 years and on superannuation you shall be entitled to such benefits as are available under the law and/or the rules framed by the Company.

## **General**


Please note that individual salary is a confidential matter and not to be discussed with any other employee.

You will keep us informed of any change in your mobile phone number or your residential address or your marital status.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms and conditions contained therein.

Yours sincerely,

For Just Dial Ltd.



**Madhulika Singh**

**Head - Human Resources, Pune**

**Annexure:-**

**Just Dial Ltd. - Compensation Package**

Annexure - Just Dial Ltd Compensation Structure		
Employee Name	Vishal Anap	
Department	Sales	
Grade	G12	
Designation	Business Development Executive	
Effective Date	30-07-2018	
CTC	259000/- per annum	
Pay structure	CTC	Revised CTC
<b>Fixed Components</b>		
Basic	5100	6000
House Rent Allowance (HRA)	3060	3600
Departmental Allowance	2125	2500
Desk Allowance	2125	2500
Personal Allowance	1883	2215
<b>Salary (C1)</b>	<b>14293</b>	<b>16815</b>
<b>Statutory Components</b>		
Employer PF Contribution	612	612
Employer ESIC Contribution	679	799
<b>Benifits(c2)</b>	<b>1291</b>	<b>1519</b>
<b>Reimbursements</b>		
Sodexo		
Conveyance Reimbursement		
Fuel Reimbursement		
<b>Reimbursements(c3)</b>	<b>0</b>	<b>0</b>
<b>Statutory Bonus</b>	<b>1416</b>	<b>1666</b>
<b>CTC (Total C1+C2+C3 + Statutory Bonus)(a)</b>	<b>17000</b>	<b>20000</b>
<b>Deductions</b>		
Employee PF Contribution	612	720
Employee ESIC Contribution	251	295
<b>Total Deductions (b)</b>	<b>863</b>	<b>1015</b>
<b>Net Take Home {a - b - C2}</b>	<b>14846</b>	<b>17466</b>
<b>Total CTC</b>	<b>17000</b>	<b>20000</b>

\* Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely,

**For Just Dial Limited**

**Madhulika Singh**

**Head - Human Resources, Pune**