

July 4, 2022

Ms. Pragati Anil Indulkar

At. hedali, Post. Antravali,
Tal. Sangameshwar,
Dist. Ratnagiri, 415610

Dear Pragati,

We are pleased to confirm our offer of employment to you as an **“Junior Software Engineer”** starting **July 4, 2022**. You are requested to report to the said address on **July 4, 2022**, not later than 10.00 AM

LOCATION

You will be based in **Pune**. However, the company may require you to work at other company locations or at the customer’s site both within and outside India. You will be given reasonable notice of any travel or re-location requirement.

COMPENSATION

Your gross annual compensation package will be **Rs.3,50,000/- (Rupees Three Lakhs Fifty Thousand Only)**, the breakup for which is given in Annexure A. Taxability of the salary and benefits will be as per Income Tax rules. Changes in your compensation and other terms are subject to the discretion of the company, statutory requirements, your performance in the company, and other relevant criteria.

Fixed Bonus— Fixed Bonus if applicable as per Annexure A, is paid out every year with September & March month salary. Employees receive this bonus only if they are on the payroll of the company at the time of the bonus release date.

MEDICLAIM INSURANCE

As per company policy, you will be covered under Group Medical Insurance of 3.50 Lacs & Personal Accidental Policy of 5.00 Lacs. The Group Mediclaim Policy will cover self and up to 3 dependents (spouse & upto 2 children). This insurance will start on your date of joining.

ANNUAL LEAVE/PUBLIC HOLIDAYS

You will be entitled for 21 days of paid leaves per calendar year of service, or pro-rata for partial period of service in a calendar year. You are also entitled for 12 public holidays. 9 leave balance is carried forward each year.

PROBATION

The probation period is six months. During this time, you will be provided with necessary training and/or guidance from your Supervisor. Under appropriate circumstances, this initial Probation period of 6 months may be reduced or extended by the management - Meaning, that till the date/day you receive the confirmation email / letter from the management you will continue to be under Probation.

Additionally, your employment is not for any specific time and may be terminated at will, with or without cause with no notice during this probation period. If you are terminated during the probation period, the Company is not liable to pay any notice period amount to you. During the probation period, the Company can terminate employment without necessarily giving any reason and without any notice in writing.

NOTICE PERIOD/TERMINATION

In case of the Confirmed/permanent employees, during their service with the Company, either party can terminate the service, without necessarily assigning any reason, by giving **three months (90 days)** notice in writing. While in probation notice period will be of **one month (30 days)**.

If you are terminated because of your performance or because of the company's financial state, then you will be terminated with one months' notice period or with immediate effect. If the termination is with immediate effect, then company will pay you one months' salary in lieu of that one-month notice period.

If the cause for termination is disciplinary or sexual harassment which is a reason other than your performance and financial status of the company, irrespective of you being on probation or confirmation, the company is liable to terminate you without giving any notice and amount in lieu of no notice.

At-Will Employment, Confidential Information and Invention Assignment Agreement. Like all Company employees, you will be required, as a condition of your employment with the Company, to sign documents pertaining to At-Will employment, Confidentiality Information (NDA – Non-Disclosure Agreement), Code of Conduct (COC) Document and any such documents that company comes out with regarding the employment terms for you. You will also be specifically required to sign an acknowledgement that you have read and that you understand the Company's rules of conduct which are included in the Employee Handbook.

No solicitation. For a one-year (1) period following your departure from the Company, you will not either directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment, either for yourself or on behalf of any other person or entity.

Taxes. All forms of compensation referred to in this Agreement are subject to reduction to reflect applicable withholding and payroll taxes and other deductions required by law. You agree that the Company does not have a duty to design its compensation policies in a manner that minimizes your tax liabilities, and you will not make any claim against the Company or its Board of Directors related to tax liabilities arising from your compensation.

Interpretation, Amendment and Enforcement. This Agreement constitutes the complete agreement between you and the Company, contains all the terms of your employment with the Company and supersedes any prior agreements, representations, or understandings (whether written, oral or implied) between you and the Company. This Agreement may not be amended or modified, except by an express written agreement signed by both you and a duly authorized officer of the Company. The terms of this Agreement and the resolution of any disputes as to the meaning, effect, performance, or validity of this Agreement or arising out of, related to, or in any way connected with, this Agreement, your employment with the Company or any other relationship between you and the Company (the "Disputes") will be governed by Indian law, excluding laws relating to conflicts or choice of law. You and the Company submit to the exclusive personal jurisdiction of the courts located in Pune, India in connection with any Dispute or any claim related to any Dispute.

Pragati Anil Indulkar, we believe that people from the strongest foundation pillar of our organization. Our commitment lies in maintaining a challenging and intellectually stimulating environment with a high degree of ethical sensitivity. We look forward to having you join Infogen Labs Pvt. Ltd. Please do not hesitate to contact me if you need any further assistance.
 In case of any query please feel to contact Vaibhavi Joshi (Mobile: 8007751954 /email: Vaibhavi.j@infogen-labs.com).

Sincerely,
 For Infogen Labs Pvt Ltd

Vaibhavi Joshi

Vaibhavi Joshi
 Director – HR & Recruitment

Agreed & Accepted On

Pragati Anil Indulkar

Annexure A

	Monthly Gross Salary (Rs)	Annual Gross Salary (Rs)
Basic	10,947	131,360
HRA	4,379	52,544
Conveyance	1600	19,200
Medical Allowance	2736.666667	32,840
Other Allowance	7,705	92,456
TOTAL	27,367	328,400
Additional Benefits:		
Employer PF contribution	1800	21600
Fixed Bonus	0	0
TOTAL	1,800	21,600
Total CTC		350,000
NOTES		
1. Gross Salary is subject to Income Tax, Professional Tax, and PF deductions.		