

CONTRACT AGREEMENT LETTER

Dear Indrajit,

With reference to your application and the subsequent discussions / interviews you had with us, we are pleased to engage you purely on contractual assignment basis as a **GIS/CAD Engineer** in the **Production** Department w.e.f **26-09-2022** for a period of **3** months subject to monthly performance review, on the following terms and conditions as mutually agreed upon:

1. JOB:

You will carry out the jobs as assigned to you from time to time by your HOD or the management.

2. PERIOD OF CONTRACT:

The contract commences from **26-09-2022** and will continue for a period of **3** months. The contract shall automatically come to an end and get terminated on **26-12-2022** i.e. on expiry of the period of contract, without any notice or payment in lieu thereof. However, the contract shall stand terminated after expiry of any month during this tenure of the above **3** months, if the performance review is not satisfactory.

3. WORKING TIME:

That you will observe office timings as notified on all working days. However, you may be required to observe any other working timings according to the convenience of the management and exigencies of work.

4. CONTRACTUAL FEE:

The contractual fee payable to you will be **Rs. 12733** /- per month. You shall be entitled for other statutory benefits as applicable in accordance with Company policies/regulations. The monthly remuneration shall be less standard deductions, if any as per the prevailing laws as applicable from time to time. Your next salary review may be after **3** months depending upon your performance. Apart from the above, you will not be entitled to any other allowances and financial benefits whatsoever payable to regular employees of the organization.

5. LEAVE:

You will be entitled to one day leave for every 20 days work. On the termination of contract, you will be paid for the unavailed leave.

6. TERMINATION OF CONTRACT:

The company will invest significant time and resources in training you and upgrading your technical skills and professional knowledge, and therefore expects you to serve the complete term of **3** months. In the event of any termination from your side by way of resignation or sudden uninformed absence, the company will be entitled to recover a sum of Rs.20,000/- (Rupees Twenty Thousand) from you. In case your performance is not satisfactory and you are not able to deliver as per the expectations, the company reserves its right to terminate your services by giving you an advance notice of 15 days.

7. PLACE OF WORK:

You will be posted at Balasore or such other place as determined by the management.

8. NON-DISCLOSURE & NON COMPETE UNDERTAKING:

While employed in the company and thereafter, you shall be bound by all the terms and conditions of the NDU, which both the parties will sign on mutual agreement. This will be treated as part of this Contractual Appointment Letter and Terms & Conditions of your appointment.

AABSyS Information Technology Private Limited