

Ref :  
Date 05<sup>th</sup> September 2022

To  
Mr. Rahul Jaiswal  
S/O Jaiprakash Jaiswal  
Village- Tirap gate  
Tirap Grant No 2, Tinsukia  
Assam- 788182  
Ph: 8638571137

### Offer Letter

Mr. Rahul Jaiswal

It is a pleasure to inform you that the selection committee has recommended your appointment as the **Sports Education Trainer**. This recommendation has been forwarded with your credentials to the Management of the Company and following are the terms of appointment.

1. Your appointment is in the capacity of **Sports Education Trainer**.
2. Your basic station will be at **Kashipur, Uttarakhand** initially. However, during your employment with the company, you may be posted/ transferred to any business unit/ project/ unit depending upon the exigencies of work.
3. You will be entitled to a salary as discussed. Detailed CTC structure is provided below. The remuneration package is strictly confidential between you and hereafter, referred as the company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever. Any breach of this confidence will be viewed with the utmost seriousness and the company reserves the right to take disciplinary actions.
4. Confirmation of Services:
  - a. A Compensation of Rs 25000/- will be offered by Grasport for the Training sessions that has to be carried out.
  - b. The appointment is terminable by the management without any notice with or without assigning any reason in case of breach of contract. No remuneration will be payable in lieu of such notice either. The management's decision shall be final and binding in the regards.
5. Your services are terminable by either party by giving three months prior' notice or salary in lieu thereof. The salary referred to here will denote the Gross Pay of the employee, i.e., Gross Pay for 2 months calculated as per the salary breakup provided to the employee.
6. Your increment will be dependent on the financial results of the Company and your performance for the year under consideration, increments in the salary range will be on the basis of demonstrated results and effectiveness of performance during the period of review.