



APPOINTMENT LETTER

Date: 08th January 2024

Dear Sajal Bairagi
Designation: Regional Sales Manager
Department - Sales

Kizansh Group would like to create an environment and culture committed to cooperation, quality and responsiveness that permeate every activity. We treat business ethics no different from personal ethics leading to an atmosphere that is exciting, transparent, rewarding and challenging. Above all, we need employees who strongly believe in nurturing a culture of ideas, questions, challenges, feedback and prudent risk taking. It also places a demand upon the employees to be active, innovative with the ability to create, gather and use knowledge.

We have pleasure in appointing you as **“Regional Sales Manager”** or in any such capacity the management shall from time to time determine, with the following terms and conditions:

1. DATE OF APPOINTMENT:

Your DOJ is **08th January 2024** and you will work at the premises of Kizansh Group and will undertake to abide by any suggestions, etc. given by any assigned persons and will be bound by their rules and regulations.

At the time of joining, we request you to furnish testimonials of your educational qualifications and a relieving letter from the previous organization.

This is also conditional upon your being free from any contractual restrictions preventing you from accepting this offer or stating work on the date of joining.

2. COMPENSATION PACKAGE:

You would be entitled for a salary of **Rs. 6,00,000 (Cost to Company)**. The breakup will be as per annexure attached.

As per the discussion You will get salary once you will close any deal on that particular month.



3. TIMINGS:

You shall be bound to follow the working hours of the Customer. Leave shall be as per the Leave policy detailed in the Associate Manual.

4. NOTICE PERIOD:

- I. This contract of employment is terminable by either party by giving one month's notice (30 days) period.
- II. The Company shall have the right to terminate your employment without notice if: You commit any material breach of any of your duties and responsibilities under this contract. Any mentioned in your application are found false at any point of time or found to have willfully suppressed any material information.
- III. You become insolvent or bankrupt or are charged with any criminal offence, which is prejudicial to the interest of the company.
- IV. If at any time in our opinion, which is final in this matter, you are found guilty of dishonesty, disorderly behavior, negligence, and indiscipline, absence of duty without permission or any other conduct considered by us as detrimental to the interests of the company. This would include non-performance, any attitudinal issues or business reality.



1. TRAVEL:

You will be required to undertake travel on Company work and you will be reimbursed travel expenses for this as per rules and policies of Kizansh Group

2. Salary

The salary pay-out will be latest by first week of Every Month.

3. CONFIDENTIAL INFORMATION:

You shall not during your said employment or at any time thereafter divulge or disclose to any person whomsoever or make any use whatsoever for your own purpose or for any purpose other than that of the Company of any information or knowledge obtained by you during your said employment as to the business or affairs of the Company or its method as to any trade secret or secret processes of the Company and you shall during the said employment also use your best endeavors to prevent any other person from doing so.

4. PROTECTION OF INTEREST:

If you conceive any new or advanced methods of improving process/systems in relation to the operation of the Company, such developments will be fully communicated to the Company and will remain sole right/property of the Company. The Company retains the ownership of the intellectual property rights relating to the inventions, patents and copy rights concerning the work undertaken while in the employment of the Company and you shall cooperate fully in transferring, registering or in any way securing such rights for the benefit of the Company and or defending such rights as it may be required of you by the Company.



5. CONFLICT OF INTEREST:

The Company has adopted a Conflict-of-Interest Policy in respect of its employees. This policy is intended to avoid conflict of interest between the personal interest of an employee and interest of the Company in its dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

Yours sincerely,

For KIZANSH GROUP

(Authorized Signatory)

Accepted and Agreed

Signature and date:



1. As consideration for the services performed during any Work Assignment, Kizansh Group will pay you remuneration, as per the Work Assignment Letter. Kizansh Group will be entitled to make deductions as per applicable law or in respect of any amounts due to Kizansh Group or the Customer from you. You will be reimbursed any approved expenses subject to your submitting original bills/declarations as required by Kizansh Group and/or the Customer.
2. Any intellectual property that results from work performed by the Individual under any Work Assignment Letter shall be the property of the Customer and the Individual agrees to assign/transfer to the Customer, the worldwide, perpetual and entire right, title, and interest in all intellectual properties including all rights to obtain, register, perfect, and enforce patents, copyrights, and other intellectual property protection under any laws and conventions. TA and DA will be consisting in the salary itself until it will be revised as per discussion.
3. All proprietary information/material of the Customer that is made known to you during the term of the Work Assignment shall be received in confidence and you shall not disclose or, except in performing the services, use any such proprietary information/material. You agree that all information, correspondence, documents, materials or items provided to you by the Customer or Kizansh Group are provided to you in trust and on expiry/termination of the Work Assignment, you shall promptly return all such material to the Customer or Kizansh Group, as the case maybe.
4. You agree that this Letter of Engagement creates no obligation on the part of either party unless you are selected for a Work Assignment and you execute the relevant Work Assignment. By executing this Letter of Engagement, neither do we offer you employment with Kizansh Group nor do you become an employee of Kizansh Group. If any state will not be closed as per in terms of amount credited to company, salary shall not be furnished to the said candidate.
5. Should you be selected to perform the Work Assignment, the nature of your relationship with Kizansh Group will be that of a Contract of Service for a Fixed Period. Upon expiry or termination of the Work Assignment, your employment with Kizansh Group shall stand terminated forthwith.
6. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period, if either Party wishes to terminate the Work Assignment during the existence of a Work Assignment, the terminating Party shall provide notice of termination to

The other Party as below:

Duration of Work Notice Period for Kizansh Group

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Notice Period for Individual to

<i>S.No</i>	<i>Assignment</i>	<i>provide to Individual</i>	<i>provide to Kizansh Group</i>
<i>(a)</i>	One week	N.A.	<i>N.A.</i>
<i>(b)</i>	One – two weeks	Three days	<i>Four Days</i>
<i>(c)</i>	Two weeks on – e month	Seven days	<i>Nine Days</i>
<i>(d)</i>	One month – six months	Fourteen Days	<i>Twenty Days</i>
<i>(e)</i>	Six months and above	Thirty Days	<i>Forty Days</i>

7. In case there is no Work Assignment subsisting, either party may terminate this Letter of Engagement forthwith by sending notice in writing. If a Work Assignment is subsisting, this Letter of Engagement can be terminated only co-terminus with the relevant Work Assignment as per the notice period required for termination of the Work Assignment as above.



8. Termination of this Letter of Engagement shall not affect the obligations of the parties that have been incurred prior to termination and Kizansh Group will promptly settle all your dues after making applicable deductions. Further, obligations relating to confidentiality and intellectual property shall continue after termination/expiry of this Letter of Engagement or the Work Assignment.
9. You agree to defend, indemnify and hold Kizansh Group or the Customer harmless from any and all claims, damages, liability, attorneys' fees and expenses on account of your failure to satisfy any of your obligations under this Letter of Engagement or under the Work Assignment Letter or for misconduct, violation of any law or creation of any legally ability by you.
10. You will not be entitled for the salary until you will not make any distributors for the company i.e individuals or entity invested/credited amount to company's account for the sole business purpose only.
 11. Your primary task will be procuring investor for the company, in case you will not able to meet this requirement stated on this clause, then it will consider as non-performance from your end and will lead to disqualification and somehow impact your salary.
 12. In addition to the terms contained herein, your relationship with Kizansh Group may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by Kizansh Group.

We request you to please sign a duplicate copy of this letter and return the same to us, indicating your acceptance of the terms mentioned herein. By signing this letter, you confirm that you have read, fully understood and accepted the terms of this letter.

Warm regards,

**For KIZANSH
GROUP**

(Authorized
Signatory)

Accepted and Agreed

Signature and date:
Name:



Salary Annexure

Monthly Contribution		
Salary Component	Monthly Amount	Annual Amount
<i>Basic</i>	<i>25,000</i>	<i>3,00,000</i>
<i>House Rent Allowance</i>	<i>12,500</i>	<i>1,50,000</i>
<i>Conveyance</i>	<i>1600</i>	<i>19200</i>
<i>Other Allowance</i>	<i>10,900</i>	<i>1,30,800</i>
Net Take Home	50,000	6,00,000
Gross Salary	50,000	6,00,000
Employer Contribution		
<i>Medical Reimbursement</i>	<i>NA</i>	<i>NA</i>
<i>Provident Fund</i>	<i>NA</i>	<i>NA</i>
Total CTC	6,00,000	6,00,000

- Income tax deductions, if applicable, will be as per the Income Tax Act, 1961

*Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable

* Note: This statement is only for the purpose of information and is illustrative in nature

* Note: This Offer is null & Void if Employee not full fill the organizational commitments i.e., Party of 4 districts Will not be closed, if not closed the deal offer is closed, Offer Letter not valid until said parties will be done by the employee

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