

PRIVATE AND CONFIDENTIAL

Date: May 09, 2023
Ref No: TT_COL_23_009

SUB: INTERNSHIP & OFFER LETTER

To
Ms. Divya B
201CS154

We appreciate your interest with TrusTrace, based on the subsequent discussions you had with us we are pleased to have you associated with us as "Trainee" until completion of your graduation from the date of commencement in our organization. During this association you will be paid INR 12,000/- (TWELVE THOUSAND) per month as a consolidated amount.

The internship will be for a minimum period up to 6 months from the date of commencement. Based on your performance during this period and your interest in continuing the internship, we may extend the internship period beyond the initial 6 months if required and on successful completion of your internship and graduation, you may be converted as a full-time employee of TrusTrace as "Software Engineer".

This offer is subject to the following terms and conditions.

- You shall sign a Confidentiality Agreement – NDA and Code of Conduct & Ethics to protect the interests of the Company by maintaining confidentiality of all information, which may be accessible to you during your association.
- TrusTrace owns all right and interest to any intellectual property developed by you during your association with the company.
- TrusTrace reserves all rights to terminate you at any time during your association period, for any reason whatsoever, including without limitation, misuse of TrusTrace intellectual property, improper and unauthorized usage of internet Services, adverse finding in background verification report, misconduct, and the like.
- If your contribution, commitment, project work and conduct are found to be completely satisfactory, you may be considered for employment, in accordance with TrusTrace company policy.

Your terms and conditions of employment after the Internship period are detailed as below. Your Total Compensation will be INR 5,00,000/- per annum, (Five Lakh), fixed CTC paid in arrears on the last day of each month.

As an incentive to join the TrusTrace, you are eligible to receive a one - time bonus of INR 2,00,000/- (Two Lakh) on successful completion of 24 months with TrusTrace after your internship period.

The payout of the bonus will be subject to the following conditions:

- The pay-out will not be processed on a pro rata basis in the outside possibility of termination of employment on or before the disbursement date.
- You must not be subject to disciplinary action at any time during your employment with TrusTrace

Compensation Plan		
Component	Annual (INR)	Monthly (INR)
[A] PAYROLL COMPONENTS		
Basic	2,50,000	20,833
HRA	1,00,000	8,333
Special Allowance	1,16,375	9,698
TOTAL - [A]	4,66,375	38,865
[B] RETIRALS		
C.C.P.F	21,600	1,800
Gratuity	12,025	1,002
TOTAL - [B]	33,625	2,802
Total CTC [A + B]	5,00,000	41,667

All employees are covered under Group Medical Insurance policy (GMP) & Group Accident Policy (GAP).

Special Note: We are pleased to inform you that, in addition to the compensation mentioned above, you are also eligible for a TrusTrace Performance Bonus. You are eligible for one-month gross salary as bonus upon the company achieving the goals set out. More details about this can be found in the TrusTrace Performance Bonus plan.

Note: The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

Your compensation & pay-outs above are subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.

On behalf of TrusTrace we assure you of a very rewarding career in our organization.

for
SWIN Technologies Private Limited



Saravanan Parisutham
COO & Co-Founder



I hereby confirm that I have read, understood, and accepted the offer, agreement, and the company policies.

Signature:

Date of Offer acceptance:

Name: