



**Date:** 04.08.2025

Dear Nikesh Purohit,

We are pleased to inform you that based on the final round of interview held on dd/mm/yyyy, you have been selected for the position of Intern MIS Analyst for a period of One Year at Fristine Infotech Private Limited (“Company”). This letter outlines the terms and conditions governing your internship.

**1. Internship Duration and Stipend:** Your internship will commence on 04.08.2025 and will continue for a period of Twelve months. During this period, you will be paid a stipend of INR 15,000 (Indian Rupees only) per month. The stipend will be credited to your bank account on the 10<sup>th</sup> day of each month. Please note, the first stipend will be delayed by 4 (four) days due to initial payroll processing adjustments.

**Location and Reporting:** Your reporting location is A - 201, Shivkari CHSL, Carter Road No. 2, Borivali - East, Mumbai - 400066, Maharashtra. However, the Company reserves the right to assign you to another location or allow you to work remotely, based on the Company's business requirements.

**2. Training and Development:** You acknowledge that the Company will invest significant resources, including time, effort, and financial efforts, into providing you with a structured training during the internship period. During your internship, you will be guided and mentored by team members who will assign tasks and provide feedback on your performance. You will have the opportunity to learn and gain hands-on experience in various projects. You also understand that should you leave the internship before the completion of the agreed period it may result in irreparable damage to the Company due to the resources allocated to your training. In consideration of the training to be imparted by the company you undertake irrevocably to serve Fristine Infotech Pvt Ltd for a minimum period of 18 months from the date of beginning of full-time employment at Fristine Infotech Pvt Ltd.

**3. Work Schedule and Shift Structure:** The Company follows a defined work schedule for interns based on the assigned shift. Interns working on the Indian Shift, USA Shift, and



Australian Shift would have all the Saturday holiday except last Saturday of the month which would be Learning from the Learners. Intern working on the MEA Shift would have Friday and Saturday as a holiday of every month except last Saturday which would be Learning from the Learners. It is important to note that there may be occasional variations in the schedule depending on project requirements, which will be communicated in advance. The specific shift timings are as follows: Interns are expected to commit to a minimum of 10 (ten) hours per day (including breaks). The specific shift timings are as follows: Indian Shift from 9:00 AM to 7:00 PM IST, Australian Shift from 6:00 AM to 4:00 PM IST, USA Shift from 2:00 PM to 12:00 AM IST, and MEA Shift from 9:00 AM to 8:00 PM IST.

**4. Confidentiality and Intellectual Property:** As an Intern, you will have access to confidential and proprietary information related to the Company's business, including but not limited to business strategies, client information, technical processes, and trade secrets ("Confidential Information"). You agree not to disclose any Confidential Information to third parties without prior written consent from the Company and to use such information solely for the purposes of your internship duties. Upon termination of your internship, you must return all materials related to the Company and its operations. Any intellectual property created during the internship, including inventions and designs, shall be the exclusive property of the Company. These obligations shall survive the termination of your internship.

**5. Pre-Placement Offer:** If the Company finds your performance satisfactory and offers you a full-time position, you will be required to sign a formal employment agreement, which will outline the terms and conditions of your full-time employment, including compensation, benefits, and additional obligations.

**6. Background Verification:** This offer for internship is contingent upon the successful completion of background verification, which includes validation of your identity, address, educational qualifications, and prior work experience, if applicable. Any discrepancies or unsatisfactory verification results may lead to the withdrawal of this offer or termination of your internship without any compensation.

**7. Outside Employment:** You agree not to engage in any other employment, consultancy, or business activity during the term of your internship without the prior written consent of the





C - Block, 4th Floor, The Social Street, Opp. D'Mart, Hinjawadi, Phase-I, Pune-411057

Company. During your internship, you agree not to engage in any business that competes with the Company or its affiliates, either directly or indirectly, in any capacity such as employee, consultant, advisor, or partner.

**8. Leave Policy:** During the initial three-month probation period, you will not be entitled to any paid leaves. Upon successful completion of the probation period, you will be entitled to paid leave on a pro-rata basis, as per the Company's policy. Leave balances and entitlements will be reflected in the Company's internal portal.

**9. Termination:** You may terminate this internship by providing a 30 (thirty) day prior written notice to the Company. The Company reserves the right to terminate your internship with immediate effect in the event of misconduct, serious breach of Company policies, or unsatisfactory performance. In other cases, the Company may terminate this internship by giving you 30 (thirty) days' prior written notice. The termination will be effective at the end of the notice period unless otherwise agreed in writing by both parties.

**10. Governing Law and Dispute Resolution:** This internship letter, and the terms contained herein shall be governed by and construed in accordance with the laws of India. In case of any disputes arising out of herein, the courts of Mumbai, Maharashtra, shall have exclusive jurisdiction.

Kindly confirm your acceptance of this offer by signing and returning a copy of this letter. We look forward to welcoming you as part of our team and hope you have a rewarding and successful internship at Fristine Infotech Private Limited.

For Company	Accepted
<b>Name:</b> Nishant Modi	<b>Name:</b>
<b>Designation:</b> Operations Manager	<b>Date:</b>