

**NEUROCODE**  
INTERNATIONAL Pvt. Ltd  
IMAGINATION TO REALITY



## APPOINTMENT LETTER

Ref: NT/REF/2025-1044

28<sup>th</sup> April 2025  
Thiruvananthapuram

To

Amal K Ramesan,  
Kandathilparambil,  
Udayamperoor, Kanayannur, Ernakulam-682307.  
Mobile: +91 9747234764

Dear Amal K Ramesan,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Flutter Developer – Internship Trainee. Date of Joining: 28<sup>th</sup> April 2025.

Direct Compensation: Your Starting Stipend of INR 5000 per month is fixed for 5 months.

Mode of Job/Transfer: Your present mode of job is Work from Office with your own laptop, but during the course of the service, you shall be liable to be posted / transferred anywhere to serve any of the Company's Projects or any other establishment in India or Offshore, at the sole discretion of the Management.

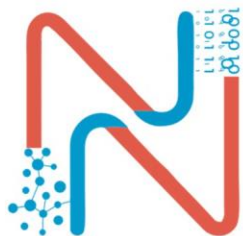
Probation/Confirmation: You will be on 15 days training and after training; you will be on 5 months internship period and a Probation period for another three months. Based on your performance, your service will be confirmed with the company in written after three months. Appraisal may consider with respect to your performance.

*[Note: Please note that the company will provide an internship certificate only after completing the internship for five months. Otherwise, the company will not issue the certificate.]*

If your services are found satisfactory during the probation, you will be confirmed in the present position else your services can be terminated on 7 days notice period. Absence for a continuous period of three days without prior approval of your reporting person would result in your losing your lien on the service and the same shall automatically come to an end without any notice or intimation. Also if you failed to serve the notice period of 45 days, salary would be deducted from the settlement amount and it will be noted in the experience certificate. 50% of the first month's salary would be held and released on the final settlement.

(Signature)

Amal K Ramesan



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**Leave Policy During Training:** No leaves will be permissible during the training period except for medical emergencies, which must be supported by valid medical documentation and are subject to approval by the management.

**Stipend Eligibility:** The stipend for the training period will only be credited upon successful completion of the training duration. If the employee discontinues the training prematurely, no stipend shall be payable.

**Policies after job confirmation:**

**Casual Leave:** Monthly of 1 casual leaves granted for each employee, the employee has to take permission in advance of 3 days before taking leave otherwise; it will be marked as loss of pay. Casual leaves will be carried forwarded and en-cashed at the end of the year. Additionally, during the first two months of the internship period, the company will not provide casual leave.

**Festival Leave:** It also needs approval from the reporting person to take this leave else with a loss of pay of 3 days.

**Medical Leave:** For the approval of medical leave it is mandatory to submit the medical certificate or prescription whichever is asked by the management or reporting person

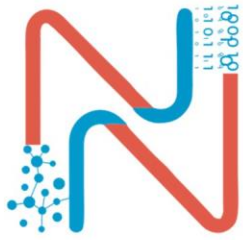
During the period of your employment with the company, you will devote full time to the jobs assigned by the company. Further, you will not take up any other employment or assignment or any office, Honorary or for any consideration, In cash or in kind or otherwise, without the prior written permission of the company.

1. You will not (except in You will not accept any present, Commission or any sort of gratification in cash or kind from any person, party or firm or company having dealing with the company and if you are offered any, you should immediately report the same to the management. The normal course of the Company's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Company's products or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the written permission from the Company.

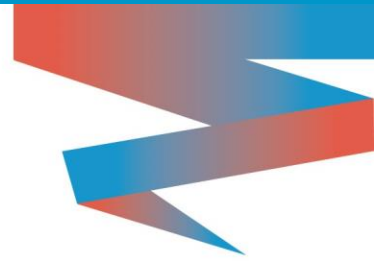
2. You will be required to maintain utmost secrecy in respect of Project documents, commercial offer, design documents, Project cost & Estimation, Technology, Software packages license, Company's policies, Company's patterns & Trade Mark and Company's Human assets profile.

3. You will be required to comply with all such rules and regulations as the Company may frame from time to time.

4. Any of our technical or other important information which might come into your possession during the continuance of your service with us shall not be disclosed, divulged or made public by you even thereafter.



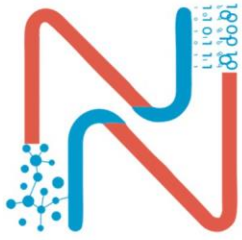
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5. Should inform your resignation to management before forty-five days, and during notice period you will have to train the new candidate placed into your position if needed. During noticed period, no leaves except medical leave and medical certificate is mandatory.
6. Final settlement will be credited after 2 days from the last working day. Experience certificate will be issued after 14 working days.
7. Monthly salary will be credited on or before 3<sup>rd</sup> of every month.
8. If at any time in our opinion, which is final in this matter you are found non – performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the company shall be entitled to recover the damages from you.
9. By accepting this offer letter you are agreed to work with NEUROCODE INTERNATIONAL PVT LTD and cannot join the client they are directly working for outsourced, right after quitting the job for one year.
10. You will not accept any present, Commission or any sort of gratification in cash or kind from any person, party or firm or company having dealing with the company and if you are offered any, you should immediately report the same to the management.
11. This job confirmation letter is being issued to you on the basics of the information and particulars furnished by you in your application (Including bio-data), at the time of your interview and subsequent discussions, If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the management may take such action as it seems fit in its sole discretion, including termination of your employment.
12. You will be responsible for the safe keeping and return in good condition and order of all company property, which may be in your use, custody or charge. If any physical damage is caused, you will be responsible for its repair.  
Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance. We welcome you to The NEUROCODE INTERNATIONAL PVT LTD family and look forward to a fruitful collaboration.

With best wishes,  
For NEUROCODE INTERNATIONAL PVT LTD

Jayakumar.M  
Director, Human Resources  
28.04.2025  
Trivandrum



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### ID CARD FORM

Name	Amal K Ramesan
Employee ID	NCI25018
Blood Group	
Emergency Contact Number	
Date of Joining	28.04.2025
Designation	Flutter Developer Trainee
Address of Communication	

Signature

Declaration:

I hereby declare that the above information is correct to the best of my knowledge and belief.

(Signature)

Amal K Ramesan