

26 February 2022

Mr Ravi Kiran
Plot No.1, Flat No.FF1
Keshav Complex
DLF Ankur Vihar Loni
Ghaziabad 201 102, U.P.

Dear Mr Kiran,

We refer to your application showing interest in working for our organization and subsequent discussion we had with you regarding imparting your professional expertise/services to our organization.

We are pleased to inform you that it has been decided to engage your services on retainership basis effective from **Date of Joining**, on the following terms and conditions:

1. We shall pay you a lump sum remuneration of Rs.2,40,000/- (Rupees Two Lakhs Forty Thousand only) per annum (all inclusive) for your services to the organization. TDS will be deducted from this amount as per applicable rules.
2. The term of your retainership is for a period of 12 months effective from **Date of Joining**. However, both you and the organization shall have the liberty to terminate this retainership by giving one month's notice.

During the above period your working hours shall be 9.00 a.m. to 6.00 p.m. from Monday through Saturday and you will report to work at Cadila Healthcare Limited (R&D Centre), Survey No. 396/403, Sarkhej-Bavla N.H. No.8A, Village Moraiya, Changodhar, Ahmedabad.

However, as mutually agreed, in case of exigencies, your services shall be available to the organization beyond the above timings.

3. Rules regarding holidays as prevalent in the organization will be applicable to you.

During your retainership period you will be entitled for 21 working days' leave per annum, which shall be prorated as per the date of joining.

4. We expect from you that you shall keep total secrecy of the activities/matters handled/being handled by you for our organization and shall not impart any important information to outside parties during and after the course of your retainership.

5. Since this is a retainership arrangement, you shall not be considered as an employee of the organization and shall not be entitled to any other benefits.

6. You shall be responsible for the following activities:

⇒ Scanning and scrutiny of patent applications filed in India from the Indian Patent Gazette.

⇒ Identifying patent applications as well as granted patents which could be of concern to the domestic pharmaceutical companies.

⇒ Based on the feedback from the members of the IPA, preparing documents for filing oppositions with the appropriate patent offices/appellate tribunal.

⇒ Any other assignments given from time to time.

We shall thank you to return duplicate copy of this letter as token of your acceptance of this arrangement.

With best wishes,

Yours truly,
For Indian Pharmaceutical Alliance



Sudarshan Jain
Secretary General

ENDORSEMENT OF ACCEPTANCE:

I hereby accept this Retainership with terms & conditions as mentioned above.

Date:

Place:

Ravi Kiran
(Signature)