

Date - 29th June 2021

Mr. Shivam Singh Rawat

S/O Durga Singh Rawat,
156, Type-3, BHEL Ranipur,
Haridwar, Uttarakhand- 249403.

Contact: +918533085922
Email : shivamrawat69@gmail.com

LETTER OF APPOINTMENT

Dear **Mr Shivam Singh Rawat**,

We are pleased to appoint you as **App Developer** based at Gurugram office with effect from **27th June 2021** on the following terms and conditions:

1. Your CTC shall be paid as 240,000/- per annum with effect from 27th June 2021.
2. You shall be on probation for a period of **Six** months from the date of joining. Your probation can be extended if your performance and effectiveness on the job is not found satisfactory.
3. After successful completion of your probation period, if your performance and effectiveness on the job is found satisfactory, you will be confirmed on your explained designation and now you are responsible to work within the framework of the organizational structure, policies and directions as may be given to you by the management from time to time. The company's Standing Orders/Service Rules and Regulations will be binding on you (as applicable).
4. Promotion & Increments will be solely at the discretion of the Board of Directors of the Company after taking into account your professional factors and performances.
5. You will be a whole time employee of the company and will not undertake any other business work either on payment or otherwise. You will not appear in any examination or test without asking permission of the management in writing.
6. The Company may, from time to time transfer/assign to you any other duty or to any other place of employment in India or outside India.
7. You will not give anyone, in any manner particular or details of any of the research process, or of administrative and organization matters of confidential nature, to which you will come across during the course of your employment with this company.

8. Your appointment is terminable by the Management without assigning any reason, after giving 30 days notice or payment of equivalent salary in lieu thereof.
9. However, you will be required to give one month's notice while on probation and two months notice after confirmation before leaving the service.
10. You will return to the company all the company properties, papers and documents, which may, at any time, be in your possession relating to the business and will not retain any copies or extracts there from your leaving the company.
11. Your address as given in the application form will be deemed to be correct for the purpose of any correspondence with you. In case of any change in your address, you will inform the Management about the same within three days of such change.
12. Your absence for a continuous period of 3 days (including absence when leave, though applied but not granted) or overstay for a period of 3 days after expiry of leaves, will entail loss of your lien on the job and your services shall automatically come to an end without any notice or intimation to you by the management. The management will presume that you have abandoned the employment of your own accord and you shall be liable to one month's salary in lieu of notice for abandoning the services in such a manner.
13. Non Disclosure Agreement – Your Appointment Letter will be in effect from the date you sign the NDA of our Company.

Please return the duplicate copy of this Letter of Appointment after having signed the statement at the bottom that you agreed to and accepted the terms stated above.

We have pleasure in welcoming you to **Splice Global Services Pvt Ltd** and look forward to a long mutually satisfying and beneficial association.

With best wishes,

For Splice Global Services Pvt Ltd.

Agree To & Accept
The Above



Authorized Signatory

.....
Signature of Employee