

APPOINTMENT LETTER

Date: 09th September 2010

To,
Upender Tadewar,
H.NO: 3-2-67, Kisangalli, Bhainsa,
Adilabad, Andhra Pradesh -504103.

Dear Upender,

This has reference to your application and subsequent interviews you had with us, we are pleased to appoint you in **Bravominds Software Technologies Pvt Ltd.**

You will join the employment on **01st October 2010.**

We have pleasure in welcoming you to **Bravominds Software Technologies Pvt Ltd** by offering you an appointment in our organization as **Software Trainee.**

1. The appointment will take effect from the date of your joining.
2. Your Roles and Responsibilities will be informed by your Supervisor.
3. Your Salary package, on appointment will be as per Annexure-A.
4. You shall be governed by the following terms and conditions of service during your employment that may be amended from time to time.

Statement of Facts

- 1) The company has issued this appointment order on the basis of the bonafide statements and facts provided by you in your application form for employment. At the time of employment or during employment, if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you.

Duties

- 1) During working hours, you shall use your energies and abilities to serve the company faithfully. You shall comply with the rules, regulations and procedures as notified by the company, in letter and spirit.

Corporate Office:

Bravominds Software Technologies Pvt Ltd, Level 1, Tower B, The Millenia, 1 & 2, Murphy Road, Ulsoor, Bangalore- 560008

Phone: 080-39275655 **e-mail:** info@bravominds.com

Support Services: hr@bravominds.com, careers@bravominds.com, generalinfo@bravominds.com

- 2) You shall not, without the company's prior written consent, be in any way directly or indirectly engaged or concerned with any other business or employment during or outside your hours of work in the company. You shall however ,undertake honorary work of social or charitable nature, literary , artistic, or scientific character only with the express written permission from the competent authority

Place of Work

- 1) The company reserves the right to transfer you either on a temporary or permanent basis from this company to other companies of this group or to any other company in which the company has vested business interest through tie ups or franchise arrangements or through any other arrangements in what so manner.
- 2) The company also reserves its right to transfer you to other jobs or departments or locations within the company or outside the company, when necessary.
- 3) The company is entitled to depute your service to any other company or organization in similar or such other capacity as the company may decide and on such terms and conditions as may be mutually agreed upon. Such deputation will be treated as continuation of your services with the company.

Hours of Work

- 1) You shall observe the hours of work as lay down at the place of your posting. If, the company operates shift work and you shall be bound to comply with such working arrangements as decided upon by the company.
- 2) You may be required to work additional hours of work when necessitated by situations.
- 3) Our company observes Holidays as prescribed by the Law of the country concerning Labour in Private sector.

Leave

- 1) You will be eligible for the leave entitlement as per the company leave policy which shall be in force from time to time.

Corporate Office:

Bravominds Software Technologies Pvt Ltd, Level 1, Tower B, The Millenia, 1 & 2, Murphy Road, Ulsoor, Bangalore- 560008

Phone: 080-39275655 **e-mail:** info@bravominds.com

Support Services: hr@bravominds.com, careers@bravominds.com, generalinfo@bravominds.com

Confidentiality

- 1) You shall maintain at most secrecy with regard to confidential and proprietary information's relating to the company. This information includes and is not limited to trade secrets, technical process, finances and dealings with information relating to suppliers, employees, agents, distributors and customers.
- 2) You shall not, during your employment and at all times, thereafter ,directly or indirectly use or disclose confidential information except for the sole benefit of the company.
- 3) You shall maintain at most confidentiality with regard to your compensation and benefits. You shall not discuss your compensation and benefits with anyone, but with the superiors you report to.

Termination of Employment

- 1) The company considers only the date of birth as mentioned in the SSLC/School Leaving Certificate for the proof of your age. The date of birth once furnished and admitted shall be final and no change will be entertained. You will retire from the service of the company on completion of 60 years. However the company reserves the right to extend the service period if you are medically fit to carry out the assignments.
- 2) Your service will be liable to be terminated by giving one months notice in writing on either side or payment in lieu of notice except for dismissal, discharge or termination for misconduct. Taking into consideration of the nature of your duty, it will be absolutely necessary for you to work for the company during the notice period and no leave will be sanctioned during the notice period.

Yours Sincerely,
For Bravominds Software Technologies Pvt Ltd,


Sanjay Tripathi
HR & Operations

I accept the terms and conditions of employment as set out in this document.

Signature:

Date:

Corporate Office:

ANNEXURE "A"

Breakup of Gross Annual Compensation

Gross Annual CTC Rs. 1, 80,000/-

| Salary Head | Per Month (In Rs) | Per Annum (In Rs) |
|-------------|-------------------|-------------------|
| BASIC | 6750 | 81000 |
| HRA | 3375 | 40500 |
| CONVEYANCE | 800 | 9600 |
| MEDICAL | 1250 | 15000 |
| EDU ALLOW | 200 | 2400 |
| SPL ALLOW | 2,625 | 31500 |
| C.T.C | 15,000 | 180,000 |

FAP (Fixed Allowance Packing) includes, LTA, Medical Insurance and all other benefits as applicable.

Notes:

Basic Salary and FAP will be subject to review and changes in future depending on company's obligation to effect Employees' Provident fund, Income Tax compliances etc. from time to time to ensure industry practices on one side and maximum tax benefit to the employees on the other side.

To eliminate odd figures in monthly structure, the difference as compared to monthly CTC will be adjusted in monthly pay as separate item "Miscellaneous earnings".

Corporate Office:

Bravominds Software Technologies Pvt Ltd, Level 1, Tower B, The Millenia, 1 & 2, Murphy Road, Ulsoor, Bangalore- 560008

Phone: 080-39275655 e-mail: info@bravominds.com

Support Services: hr@bravominds.com, careers@bravominds.com, generalinfo@bravominds.com