



03rd January 2019

Mr. Utpal Das,  
L/B-99,  
Bhimatangi,  
Old Town,  
Bhubaneswar-751002.

Dear Utpal Das,

MSys Tech India Private Ltd. (referred to as Msys), is pleased to offer you employment as **Senior Software Engineer , Chennai**. The purpose of this letter is to describe the general terms and conditions of your employment with Msys Tech India Private Ltd, Chennai. with effect from **04th March 2019**.

#### **JOB RESPONSIBILITIES**

Your job will have such responsibilities as discussed with you during your interviews. The position will also include other related duties and responsibilities that may be assigned to you by your supervisors.

#### **COMPENSATION**

Your annualized starting salary will be **INR 900000/-** per year (Please refer to Annexure), paid in accordance with Msys's normal payroll practice, subject to deduction of all applicable taxes.

#### **BENEFITS**

You will be eligible for benefits commensurate with the benefits offered to all other Msys employees of a similar status, subject to any applicable restrictions or waiting periods. Benefits include:

- Medical Insurance
- Food Plus Card

Msys's policies and plan documents will govern benefits provided to employees. The benefits described in this letter are provided for informational purposes only. At Msys's discretion, policies and benefits may be changed and this letter does not establish any vested rights in benefits. If you have specific benefits questions, please contact HR for any needed information.

#### **EMPLOYMENT ELIGIBILITY**

This offer of employment is contingent upon submission of your original education credentials and experience certificates. In addition, this offer is contingent upon satisfactory completion of a reference check.

#### **CONDITIONS OF EMPLOYMENT**

In the unfortunate event you decide to leave Msys, you shall give two months'notice.If you leave the employment without giving the requisite notice or payment in lieu thereof, a sum equivalent to the salary of the notice period shall be deducted from your dues, if any, in the first instance, and that this letter shall be deemed to be an authority for such deduction. Any amount remaining outstanding after the above deductions shall be recovered from you as dues to the company.



It is Msys's policy not to infringe upon the proprietary information, trade secrets, or confidential information of third parties. In addition, it is Msys's policy not to interfere with third parties' contractual or business relations. Therefore, we also write to confirm that you have represented that you are not presently under any contract or agreement with any party that would prevent you from performing the duties assigned by Msys, and that you are not subject to or in breach of any agreement, including any agreements concerning trade secrets or confidential information owned by any other party.

Finally, we write to confirm that during the course of your employment, you will not use or disclose any confidential information or trade secrets of any former employer or third party unless authorized in writing by the former employer or third party

As a condition of your employment, you will be required to sign an Employee Covenants Agreement containing, among other things, nondisclosure, non-solicitation and non-competition provisions when you begin work with Msys.

**Utpal Das**, Msys is a company that grows and is enriched by the contributions of its employees, and we look forward to your continued enthusiasm. We believe that your employment with Msys will be both personally and professionally rewarding.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Joshua Clements', is written over a large, faint, light blue MSys logo watermark.

**Joshua Clements**  
**VP of HR, IT & Operations**

Accepted :

By : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_\_\_



## ANNEXURE

NAME : UTPAL DAS

CURRENT POSITION : SENIOR SOFTWARE ENGINEER

PARTICULARS	MONTHLY (INR)	ANNUAL (INR)
Basic Salary	25667	308000
HRA	12833	154000
Conveyance Allowance	1600	19200
Medical Reimbursement	1250	15000
Leave Travel Assistance	2500	30000
Food Plus Card *	1000	12000
Special Allowance	24150	289800
<b>Gross Salary</b>	<b>69000</b>	<b>828000</b>
Medical Insurance Premium **		15000
Provident Fund		21600
Gratuity		15400
<b>ANNUAL COMPONENT</b>		<b>52000</b>
Relocation Expenses Amount ***		20000
<b>VARIABLE COMPONENT</b>		<b>20000</b>
<b>TOTAL COST TO COMPANY</b>	<b>75000</b>	<b>900000</b>

**Food Plus Card \*- FPC** provides you to avail income tax exemption benefit up to INR 2,000/- per month or up to your entitled amount, whichever is lower. In case if you want cash in exchange of the existing FPC, you will have to give such request by mail to your HR department.

**Medical Insurance Benefit \*\*** -You will be entitled to a Group Medical Insurance policy worth INR 5 Lakhs. Under this policy, along with yourself you can cover your spouse, up to 2 children. The premium paid for the same is exempted under Section 17 of Income Tax up to a limit of INR 15,000/-. In case, if the premium amount is more than your entitled Medical allowance, the same will be deducted from your salary on monthly basis. The details of the policy will be given separately.

**Relocation Expenses \*\*\* - INR 20000/-** Can be claimed upon submitting original bills of your relocation expenses. Please note that, in case, if you leave the company within 3 months of receivable of the bonus, you will have to return the same.