

16-Dec-22

Dear Mudavath Vishnuvardhan,

Sub: Internship Training

Ref: Your request for accommodating you as an Internship Trainee for the purpose of completion of training program under the B.Tech Academic Course you are currently pursuing with IIT Bombay.

We are pleased to inform you that we have considered your request and to enable you to complete the above training program we are pleased to accommodate you as an 'Internship Trainee' in our Corporate Division.

The particulars of the training program are as under;

1. **Project Title: Business Banking Customer On-boarding Through Do-It-Yourself Channel Using Micro-Frontends**
2. **Duration of the Program: 12-Dec-22 to 13-Jan-22**
3. **Stipend: "INR 50000/- per month"** subject to deduction of tax at the applicable rate. Other than this stipend amount, you will not be entitled for any other sum on any other account whatsoever.
4. Your training may be terminated by the Bank or by yourself by giving 1 months' notice to the other.
5. You shall observe the Code of Conduct prescribed by the Bank while completing the training program.
6. **Obligation to maintain Confidentiality**
 - a. While completing your project and thereafter, you shall maintain all Confidential Information, disclosed to you and/or which you may come to know, whether orally or in writing or electronic form, in strict confidence and shall not disclose it to any person, individual or entity other than the moderator of your project. The term 'Confidential Information' means and includes any material, document, applications, idea, data, details, software, systems, papers, statements business/customer information, trade secrets, research and development, processes, tangible information relating to the Bank, its Affiliates, products and services or their respective business affairs etc., which is not in the public domain.
 - b. While completing your project you will observe the Bank's information security, email and premises access policies and procedures.
7. **Discontinuation of Training Program**

The Bank may discontinue the training program at any time at its discretion and without assigning any reason thereof:

- a. if you are found to be indulging into activities which are in violation of the Bank's Code of Conduct; and/or;
 - b. in case of any incorrect information furnished by you or on suppression of any material information and/or;
 - c. any act on your part, which in the opinion of the Bank is an act of dishonesty, incivility, intemperance, irregularity or other neglect or incompetence in the discharge of functions on your part or the breach on your part of any of the terms, conditions or stipulations contained in this letter and/or;
 - d. if you are accused of any offence involving moral turpitude and/or;
 - e. if you are convicted of a serious criminal offence or a criminal offence which, in the Bank's opinion compromises your ability to continue the training program; and/or;
 - f. if the results of any of your background/reference checks or searches conducted by the Bank are found to be unsatisfactory in the opinion of the Bank in its absolute discretion and/or;
 - g. if you are involved in any misconduct pertaining to moral turpitude, riotous/disorderly behaviour, theft, misappropriation, conviction by any court of law and/or;
 - h. your act or omission, which could be construed as loss of confidence in you by the Bank and/or;
 - i. any act subversive of discipline or any conduct prejudicial to the interest and reputation of the Bank.
8. You are not allowed to take any breaks in your training program unless it has been expressly approved by the Project Mentor / Guide. The Bank reserves the right to deduct on pro-rata basis any stipend for the duration of the break taken by you.
9. You will be entitled to get the project completion certificate only if you have completed the project to the satisfaction of the mentor/guide and upon completion of the tenure without any unauthorised break.
10. The training program forming subject matter of this letter does not constitute an employment with the Bank. This letter neither constitute any offer or intended offer for employment nor you will be entitled to claim any employment with the Bank on the basis hereof.

Looking forward for your Joining.

Yours faithfully,
For Kotak Mahindra Bank Ltd.



Manoj Phadnis
Authorised Signatory