
Date: 06-08-2025

Dear Abhishek B ,

Subject: Internship | Appointment Letter

Greetings from **Dexplovate Private Limited!**

We are pleased to offer you the position of **Software Developer (Intern)** in our organization, with effect from **8th August 2025**, operating at Vijayawada.

Your internship will begin with a **monitoring period** from 8th August 2025 to 31st August 2025. Following successful completion of the monitoring period, your internship will continue from **1st September 2025 to 30th November 2025**.

Based on your performance during the internship period, you may be considered for a full-time opportunity with Dexplovate Private Limited.

Your appointment is effective from your date of joining, i.e., **8th August 2025**. Please treat this letter as a formal record of your engagement with us.

We are confident your support will be instrumental in our journey ahead, and we assure you of our support for your professional development and growth.

Congratulations on your appointment, and we look forward to a mutually rewarding association.

Annexure 2: Terms & Conditions of Contract are enclosed for your reference.

Regards,
Dexplovate Private Limited



Managing Director

Annexure 2 (Contract Agreement)**A. Hours of Work & Work Timings**

You are required to comply with Dexplovate Private Limited's standard business hours from Monday through Friday. The usual working hours are from **9:30 AM to 6:30 PM**, subject to change based on project and management requirements. As a professional intern, you may occasionally be required to work additional hours depending on business needs. No extra compensation will be provided for such hours, except as required by law. All work and leave policies are subject to periodic changes as determined by the Company.

B. Duties: By accepting this offer you agree to:

- Perform all reasonable responsibilities and tasks that are assigned to you.
- Perform all of your responsibilities to the best of your ability with all due care and diligence.
- Devote substantially all of your time and effort during business hours (and such additional time as is necessary) to the performance of your responsibilities and assigned tasks at the Company.
- Permit the Company to monitor and/or record your telephone calls and electronic communications (e.g., email) for quality assurance and training purposes
- Disclose promptly to the Company: (A) all of your interests in any business other than the Company and (B) all circumstances which present an actual or perceived conflict of interest between the Company or any of its affiliates on the one hand and you or any of your family members on the other hand
- Comply with the policies of the Company and the reasonable directions of the management of the Company and
- Use your best endeavours to promote the interests of the Company

C. Confidential Information of the Company

As used in this document, the term "Confidential Information" means any and all confidential, proprietary, secret or otherwise non-public information (including information regarding personal salary and compensation matters and any other information conceived or developed by you) that is applicable or in any way related to (i) the past, present or future business of the Company or any of its affiliates or

customers, (ii) the software products, intellectual property and/or the research and development of the Company or any of its affiliates, or (iii) the business of any client, customer or vendor of the Company. Such Confidential Information includes, by way of example and without limitation, trade secrets, processes, formulas, data, program documentation, algorithms, source codes, object codes, know-how, improvements, inventions, techniques, all plans or strategies for marketing, development and pricing, and all information concerning existing or potential clients or vendors. Confidential Information also includes all similar information disclosed to the Company by any other person or party.

D. Solicitation

Upon termination of your employment with the Company, regardless of the cause for such termination, you shall not solicit any employee of the Company or any of its affiliates for employment with yourself or any third party for a period of twelve months thereafter.

E. Dexplovate Client Relationships

Upon termination of your contract with the Company, and regardless of the reason for such termination, you will not provide services to any Dexplovate Client (as defined below) or become employed by or contracted to any Dexplovate Client for a period of twelve months after the termination of your contract, unless otherwise agreed in writing by the Company. For the purposes of this provision, an Dexplovate Client shall mean a client of the Company or any of its affiliates for whom you have provided any work or services during the period prior to the termination of your contract with the Company.

F. Termination

Either you or the Company may terminate this contract by providing **one month's notice** in writing. Failure to serve notice may result in applicable liquidated damages and notice period pay. The Company may also terminate your contract immediately, without notice or compensation, for any gross misconduct or breach of policy.

Upon termination, you must return all Company property and documentation in your possession, including computers, files, access keys, and confidential information.

Automatic termination: Unauthorized absence for three consecutive working days without permission will result in automatic termination of your internship.

G. Leave Policy (Internship Period)

During your 3-month internship (September–November):

- **2 Casual Leaves**
- **2 Sick Leaves**
- **Indefinite Paid Leave**, subject to prior approval. Paid leaves may be compensated against company holidays, at management's discretion.

All leave requests are subject to approval by your manager and must be communicated in advance where possible.

H. Company Policies & Terms:

The company reserves the right to change/alter its policies/procedures/terms at any given point in time without giving any advance notice to the you. However, the same would be updated in the respective contact policies documents and a communication would be made to the you through company's internal communication media. It is the duty of you to regularly follow the contract handbook and keep himself/herself updated with the latest policies/procedures. You will adhere to the Information Security Policy of the Company. All the contract terms including the terms mentioned in this offer document and referred Annexures are also subject to changes or revisions by the company as it deems right in the interest of the company. Such revised terms shall automatically come into effect upon Company management's approval and communication.

Acknowledgement:

I have read and understood this offer letter and the terms contained in Annexure 2. By replying "ACCEPT AS IS" via email to the original sender of this letter, I confirm my acceptance of this offer from Dexplovate Private Limited.

Abhishek Bisht

Signature

Name: Abhishek Bisht

Date: 07/08/2025