



Name: Akash Lilhare

Date: 22-07-2022

**Address: VILL- CHHIPA
PO- MUSARA KALAN
DONGARGARH,
RAJNANDGAON,
CG - 491445**

EMPLOYMENT OFFER LETTER

With reference to your application and subsequent discussion, we are pleased to offer you the position of **"Flutter Developer"** with an annual Cost to Company **INR 4,50,000/-** and the breakup of the salary is provided as per the annexure.

Your date of joining the company will be effective from **25-07-2022**

You will be initially based in Bangalore, but will serve the company or any of its subsidiaries or associated companies in any location within or outside of India. The company holds the authority to take the decision according to the business requirement.


Following is the list of terms and conditions which both the company and you have accepted in the employment contract:

1. Appointment

Your appointment shall commence from the date of your joining the duty.

2. Probation

You will serve a probationary period of Three (3) months. During the period of probation, your performance will be reviewed by your reporting Manager and HR department on a monthly basis till the end of the probation period of 3 months. On complete satisfactory review, you will be confirmed on the payrolls. In case, the review is not up-to the expectations of the Manager, the probation period can be extended till the next decided probation period.



OMG Group
5th Floor, Manyata NXT Tower-1, Nagavara, Bengaluru-560045
www.omggroup.co



During the employment, even after confirmation, the review is not up-to the expectations of the Manager, Performance Improvement plan will be initiated for up-to (7 or 15 days). Post PIP, your reporting Manager will review the performance during the improvement plan and in case the performance is not satisfactory, termination can be initiated.

During the probationary period, there will be no entitlement of any kind of leave, be it Casual Leave, Sick / Medical Leave or any other kind of leave. If availed will be treated as without pay (LWP).

Post probation your salary will be incremented will be incremented to **INR. 5,10,000** T&C apply.

3. Code of Conduct

You shall, at all times, be required to carry out such duties and responsibilities as may be assigned to you by the Company and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavoring to the best of your ability to protect and promote the interests of the Company.

You shall not, except with the written permission of the Company, engage directly or indirectly in any other business, any freelance work, occupation or activity, whether as a principal, agent or otherwise, which will be detrimental, whether directly or indirectly, to the Company's interests. If breach of the contract is found, you are liable for the termination with immediate effect.

You shall keep strictly confidential details of your salary and employment benefits within and outside the Company.

You shall not disclose or divulge any confidential information related to the Company's business or its customers which may come to your knowledge or possession during the tenure of your employment, and which should not be disclosed or made public save in the course of the proper execution of your duties.

You undertake not to make copies or duplicates of confidential or sensitive property or material including but not limited to keys, access cards, diskettes, photographs or such other proprietary information relating to the Company's business.

You will be bound by the Code of Conduct and all other rules, regulations, policies and orders issued by the Company from time to time in relation to your conduct, discipline and service condition such as leave, medical, retirement, etc. as if these conduct rules, regulations, policies et al, were part of this contract of appointment. Any employee who engages in sexual harassment (physical or

verbal) in violation of this policy will be subject to termination of employment with immediate effect and not liable for any payment from the Company.



4. Working Hours

OMG Group practices 6 days working per week for all staff and management employees. Actual work timings, days, and shifts may vary from time-to-time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit.

5. Increment

Increment will not be automatic but will be dependent on:

The financial result of the company.

The performance of the employee.

6. Termination of Employment

Company may at any time terminate this agreement by giving in writing to the other party 5 days' notice during your probationary period or one month notice after confirmation.

Unsatisfactory Job Performance where Employee fails to meet the duties and responsibilities of the position as determined by the Manager, termination of employment with immediate effect will be applicable. Employee is not entitled to serve any notice period on probation or on confirmation. In that case, Company is not liable to pay any severance payment.

Company reserves the right not to relieve you of your services in the event that all Company documents /property in your custody have not been properly handed over by you to an authorized representative.

Absence for a continuous period of two days without prior approval of your manager, (including overstay of leave / training), can lead to your services being terminated without notice or explanation.

7. Settlement on Termination/Notice Period

If termination is due to non-performance or for any other digression of office policies or due to any other reason that the management feels that dismissal is warranted, employee can be asked to leave immediately. Dues, if any, will be settled only after satisfactory handover of responsibilities, files, documents etc. to the employee nominated by management.



Under the termination procedure the employee may or may not be paid severance pay in lieu depending on the circumstances under which the employee has been terminated. Full & final settlement will be paid once the employee handover all the office assets to management within 90 days.

The above terms and conditions are based on Company Policy, Procedures and other Rules and Regulations currently applicable to the Company's employees and are subject to amendments and adjustments from time to time.

Please communicate your acceptance of this appointment by signing a copy of this letter and returning it to us.

We welcome you and wish you every success in your career with OMG Group Pvt. Ltd and trust we will have a long and mutually rewarding association.

8. Service Agreement

As OMG Group would be incurring considerable expenditure on your training, you will be required to execute an agreement to serve OMG Group Minimum period of 6 months after joining, failing which you will be liable to pay OMG Group 3 months of your repayment towards the training and expenditure.



➤ Compensation and Benefits Structure

Salary Annexure

	INR Annual	INR Monthly
Gross CTC	₹ 4,50,000	₹ 37,500
No. of days Worked	31	31
Salary Earned	₹ 4,50,000	₹ 37,500
Basic Salary	₹ 2,25,000	₹ 18,750
HRA	₹ 90,000	₹ 7,500
Conveyance Allowance	₹ 19,200	₹ 1,600
Medical Reimbursement	₹ 15,000	₹ 1,250
Special Allowance	₹ 1,00,800	₹ 8,400
Total	₹ 4,50,000	₹ 37,500
Professional Tax	₹ 2,400	₹ 200
Net Salary Payable	₹ 4,47,600	₹ 37,300

Gross Earning : 37,500
Professional Tax : 200
Net Payable : 37,300

Net Payable (in words) : Thirty Seven Thousand And Three Hundred Only.

Note:

- 1) Income Tax as per Income Tax structure provision by Government and Income Tax department
- 2) Company may or may not change the salary structure in case any additional benefits are added

Yours Sincerely

Surekha Jaidevaraj
(HR Specialist)

