

## LETTER OF APPOINTMENT

Ref No: H1415\_9198\_AL0001

Date: 02 Apr 2014

**BY COURIER / EMAIL/ HAND**

**ANNEXURE TO EMPLOYMENT AGREEMENT**

Ref No: 2001 Dated: 02 Apr 2014



To: **Nivasmaran. M**

C/O Manimaran.K, H.No:2/58,  
Udayasuriyan Street, Arupathy,  
Tharangambadi, Mayiladuthurai,  
Nagapattinam, Tamil Nadu - 609 309

Cel: +91 97890 24749

Dear Nivasmaran. M,

On behalf of the Company, I am pleased to appoint you as "Software Engineer." subject to your acceptance of the terms and conditions mentioned herein:

1. Reference:
  - Our Offer Email.
2. Status of Employment:
  - You will be a full-time employee of the Company.
  - You will not engage in any other vocation for remuneration (part-time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as a share-holder) in any other trade or business during your employment with this Company.
  - In case you have any previous commitments, you shall disclose the same in writing to the Management and seek its prior permission to continue with such an arrangement. The Management reserves the right to deny such permissions.
3. Division:
  - Software Development - FPDS
4. Location/ Branch:
  - Bangalore.
  - You may be required to travel out of Bangalore on project work/ business assignments/ other official assignment and also on postings.
5. Date of Appointment:
  - 02 Apr 2014 (Subject to conditions listed in Para 11)
6. Probation Period:
  - 6 Months.
  - The company may, at its discretion, extend the probation period.
  - Confirmation will be conveyed to you in writing, upon your satisfactory completion of the probation period.
7. Gross Monthly Emoluments: 

|                             |          |               |
|-----------------------------|----------|---------------|
| ▪ Basic                     | ₹        | 9,350         |
| ▪ HRA                       | ₹        | 3,740         |
| ▪ Food Allowance            | ₹        | 1,000         |
| ▪ Conveyance Allowance      | ₹        | 800           |
| ▪ Other Perks               | ₹        | 2,110         |
| <b>Total Monthly Salary</b> | <b>₹</b> | <b>17,000</b> |

  - Kindly contact the Accounts Department for assistance on tax planning and advice on savings.

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### SHEOREY DIGITAL SYSTEMS LTD.

AN ISO 9001:2008 AND 27001:2005 CERTIFIED SOFTWARE COMPANY | WEBSITE: WWW.SDS.CO.IN

**CORPORATE HEAD OFFICE**  
TARABAI HALL, 1<sup>ST</sup> FLOOR  
97, MARINE DRIVE  
MUMBAI 400 002 INDIA

**SOFTWARE LAB & TECH SUPPORT CENTER**  
41, HAL AIRPORT MAIN ROAD, 3<sup>RD</sup> FLOOR  
73, KONENA AGRAHARA  
BENGALURU 560 017 INDIA

**STPI UNIT**  
41, 2<sup>ND</sup> FLOOR (ABOVE SPENCERS)  
AIRPORT ROAD, MURUGESHPALAYA  
BENGALURU 560 017 INDIA

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8. Termination:
- **During Probation:** with immediate effect due to unsatisfactory performance.
  - **After Confirmation:** on 30 days advance written notice by the Company. The Company reserves the right to terminate your employment without assigning any reasons whatsoever. In case the management terminates your services and is in a position to relieve you immediately, you will be paid 30 days Basic Salary from the date of serving the notice.
9. Resignation:
- **During Probation:** by giving 07 days advance written notice.
  - **After Confirmation:** by giving 60 days advance written notice.
  - The management may at its discretion relieve you earlier, subject to completion of pending jobs assigned to you. In this case you or your new employer will be required to compensate SDS with an amount proportionate to your unpaid salary and any other liabilities and/or dues towards the Company.
10. Working Schedule, Leave Rules and Dress Regulations: Refer **SDS HR Handbook** handed over to you by local HR/ Admin Manager.
11. Documentation:
- This appointment will come into force after completion of the following documentation to the satisfaction of the Company:**
- Furnish all the details as per the "Employee Bio-data Form".
  - No Objection Certificate (NOC)/ Clearance Certificate from your previous employer (if applicable).
  - **Last Salary Certificate** from your previous employer (if applicable).
  - Sign the Employment Agreement containing Non-Disclosure, non-compete and restriction on employment clauses.
  - Agree to abide with Rules & Policies of the Company as applicable from time to time.
  - Confirm acceptance by signing a copy of this letter.

Welcome to SDS!

  
**VIVEKANAND SHEOREY**  
Managing Director  
Sheorey Digital Systems Ltd.

RECEIVED ORIGINAL:

Sign:

Name:

Date:

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