

PERSONAL & CONFIDENTIAL

Ref:221/SEC-1/HR/03-04

19-Apr-04

Anil Gogia
22368
No C-124,
Vikaspuri,
New Delhi

APPOINTMENT AS SYSTEMS ENGINEER

Dear **Anil**,

Welcome to Polaris!

Based on our offer letter dated **28th March 2004**, we are pleased to appoint you as **SYSTEMS ENGINEER** on probation in our company with effect from **19th April 2004**.

Just as it gives us pleasure in bringing you into our fold, we wish to share with you the detailed terms & conditions of employment and associate related guidelines applicable to all Polarites.

We wish the very best for you in your career with us.

Terms & conditions of employment:

1. **SALARY:** Your salary will be as indicated in the detailed structure attached herewith.
2. **PROBATION PERIOD:** You will be on probation for a period of **One Year**. During the period of probation your progress will be reviewed periodically.
3. **CONFIRMATION:** Based on the review of your performance and on successful completion of probation period, you will be confirmed in the services of Polaris. This will be intimated to you in writing.

(SIGNATURE OF THE ASSOCIATE)