

**Dated :** 4th November, 2023

# Payal

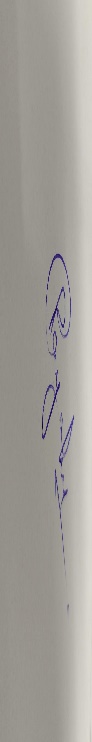
**Subject :** On the Job Training Letter Dear Payal,

Based on assessment of your employment application, it has been determined that to enable you to perform your duties efficiently you will need on the job training. Given the training component, the minimum duration of your engagement shall be 18 months excluding leaves availed for any reason from the date of commencement of full-time employment. The minimum period of engagement has been kept to enable the Company to offset the training costs. The training will take place in a normal working situation, using the actual tools, equipment, documents or materials that you will use when you will be fully trained. The training involves you being trained at the place of work while doing the actual job. The training will be imparted by experienced employee(s) of the company.

The estimated cost of on-the-job training will be **Rs 1,50,000/-** (Rupees One Lakh Fifty Thousand only). The cost estimate is based on the remuneration of experienced employees providing training, infrastructure of the Company, its hardware, software tools, etc. It is not feasible to provide a mathematically exact figure for the cost estimate given the inseparability of overheads which are apportioned to the revenues of the Company.

In case, you resign from the Company before completion of 18 months as aforesaid, you will be required to return or pay back the cost of training to the Company before you leave the job, or else the cost of training will be borne by the Company.

# For CodeQuotient Pvt. Ltd.



Authorized Signatory **Payal**

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