

29th June 2022

OFFER LETTER

Dear **L.Christina Sherin,**

On behalf of IFORTIS WORLDWIDE, we are proud to offer you an internship in our organisation as **Human Resources - Trainee.**

During your training probation period, you must perform all duties and activities as assigned by the **Riya Kumari** to whom you will report.

You will be representing our brand and working in accordance with the goal of the business. You will be given numerous opportunities to demonstrate your leadership and management abilities. At the end of the term, you will receive a certificate describing your achievements and active participation based on your performance.

During your traineeship, you may have access to the Company's trade secrets and confidential business information. By accepting this offer, you agree to keep all of this information strictly confidential and to refrain from using it for personal gain or disclosing it to anyone outside the Company.

Furthermore, you agree that at the end of your internship, you will promptly return to the Company all of its property, equipment, and documents, including electronically stored information. The terms and conditions outlined in the **Agreement** will govern your appointment.

For **IFORTIS WORLDWIDE,**



Manager-HR

Re: HR TRAINEE Agreement

As stated previously, we look forward to retaining you as an IFORTIS WORLDWIDE., ("IFORTIS WORLDWIDE" or the "Company") trainee to provide certain services to IFORTIS under the terms of this letter agreement (this "Agreement"). You and IFORTIS WORLDWIDE hereby agree as follows in exchange for good and valuable consideration and the terms and conditions of this Agreement, the sufficiency of which is hereby acknowledged:

1. Services, Term and Compensation.

a) Professional services. During the term of this Agreement, you agree to provide certain services to IFORTIS WORLDWIDE as specified herein (collectively, the "Services"). The following services will be provided:

(i) Adding new hiring information to our employee records, evaluating resumes, and scheduling interviews. Managing the team and ensuring that your team meets weekly business engagement metrics, Working with the management of IFORTIS WORLDWIDE to coordinate initiatives (this involves representing the company and speaking on its behalf), Managing leadership and accountability for your own group. (ii) Performing such other duties as may be mutually agreed upon in writing by you and IFORTIS WORLDWIDE. The manner and means by which you choose to perform the Services shall be in your discretion and control. In performing the Services, you agree to exercise the highest degree of professionalism and shall take no action that would be reasonably expected to adversely affect the reputation, trademarks or service-marks of IFORTIS WORLDWIDE, and shall utilize your independent judgment, expertise and creative talents. You agree not to delegate or sub-contract the performance of the Services to any other person or entity, unless expressly authorized by the Company in writing to do so. You agree not to enter into any contract or commitment or make any binding representations or warranties on behalf of the Company, or purport to have authority to do so, unless specifically authorized in writing by a duly authorized officer of the Company. In performing the Services, you shall use your own equipment and materials; provided, however, that from time to time, IFORTIS WORLDWIDE may make certain resources available to you as necessary for the performance of the Services.

b) Term. The term of this Agreement shall commence on the date listed at the top of this Agreement (titled, START DATE) and will continue for a **period of 1 months** (the "**Training Period**"). Either you or IFORTIS WORLDWIDE may terminate this Agreement at any time upon seven (7) working days' advance written notice to the other party, and to terminate the training Period immediately upon material breach of any obligations hereunder by the other party. The Company shall have no obligation to pay any further fees or amounts to you after the termination of the training Period, except fees (is applicable) for Services rendered through the date of such termination. This training Period can be extended based on your performance, the Company's plans and your interest in continuing your role. **If you leave the position before 1 month, you will be required to find a suitable replacement, as determined by the Company, to take your place. Without doing so, you will not be eligible to receive your Certificate of Internship/Participation/Excellence or Letter of Recommendation.**

C) Independent Contractor Relationship. Both you and IFORTIS WORLDWIDE agree that your relationship with IFORTIS WORLDWIDE will be that of an independent contractor. Nothing in this Agreement shall be construed to create a partnership, joint venture, or employer-employee relationship, or any relationship other than as an independent contractor. As such, you shall not be entitled to participate in any employee benefit plan or receive any benefit available to employees of the Company, including insurance, worker's compensation, retirement, paid time off and vacation benefits.

2. Proprietary Information Agreement; Confidentiality. Any content, idea, or process you create for IFORTIS WORLDWIDE which is solely or jointly conceived, made, reduced to practice, or learned by you in the course of any Services performed for the Company is considered the Company's work product (" **Company Work Product**"). You hereby assign to the Company all right, title, and interest in and to Company Work Product and all applicable intellectual property rights related to Company Work Product, including without limitation, copyrights, trademarks, trade secrets, patents, moral rights, contract, and licensing rights (the "**Proprietary Rights**"). In addition, you hereby agree that during the term of this Agreement and thereafter that you will take all steps reasonably necessary to hold the Company's Proprietary Information (defined below) in trust and confidence, will not use Proprietary Information in any manner or for any purpose not expressly set forth in this Agreement, and will not disclose any such Proprietary Information to any third party without first obtaining the Company's express written consent on a case-by case basis.

3. Assignment. This Agreement may not be assigned by you without IFORTIS WORLDWIDE's express written consent. Any attempted assignment in violation of this provision will be null and void.

4. Dispute Resolution. Any claim, dispute, or controversy of whatever nature arising out of or relating to this Agreement, including, without limitation, any action or claim based on contract (including any claims of breach), tort, or statute, or concerning the interpretation, effect, termination, validity, making, or performance of this Agreement, shall be resolved by final, binding, and confidential arbitration before a single arbitrator selected through the then existing rules and procedures as set by IFORTIS WORLDWIDE.

5. Confidentiality. You agree to keep the terms of this Agreement strictly confidential, except for disclosure in confidence to your professional advisers under duty of confidentiality, and as may be required by applicable law.

6. Miscellaneous. This Agreement, together with Exhibit A, represents the entire agreement between the parties regarding the subject matter hereof, and supersedes any other agreement oral or written with respect to such subject matter. This Agreement may only be modified or amended by a written agreement signed by both parties. If any provision of this Agreement is determined to be invalid or unenforceable, in whole or in part, such determination shall not affect any other provision of this Agreement and the provision in question shall be modified so as to be rendered enforceable in a manner consistent with the intent of the parties insofar as possible under applicable law. This Agreement shall be construed and enforced in accordance with the laws without regard to conflicts of law principles. Any ambiguity in this Agreement shall not be construed against either party as the drafter. Any waiver of a breach of this Agreement, or rights hereunder, shall be in writing and shall not be deemed to be a waiver of any successive breach or rights hereunder.

We hope that your association with the Company will be successful and rewarding. If you wish to accept this Agreement under the terms described above, please sign and date it below and return a copy of the signed agreement to me. Please do not hesitate to contact us if you have any questions at info@ifortisworldwide.com.

Understood and Accepted By:

Signature: Signed digitally by L.Christina Sherin

Name: L.Christina Sherin

Date: 29th June 2022

[THIS SECTION WAS INTENDEDLY LEFT BLANK. EXHIBIT A COMES NEXT]

Benefits:

Performance based Stipend: The company will evaluate the Stipend criterion of the eligible candidate based on merit and fulfillment with all Statement of purposes as issued by the company from time to time. A qualified candidate's stipend should be at least Rs.1000, and it will be assessed on the basis of 20% recruitment, 60% business management, and 20% professional ethics. All rights reserved by the company.

Traineeship Program: We offer hands-on training and experience in marketing, communication, branding, human resources, and entrepreneurship.

Certificate/Letter of Recommendation You will receive a Traineeship Completion Certificate if you do the bare minimum. However, if you go above and beyond and put in the necessary effort to succeed in this role, we will award you with a Certificate of Excellence. All of your accomplishments will be listed on these certificates, providing you with a record of your performance. Who knows, maybe we'll offer you a full-time job.

Exclusive occasions You will be invited to networking events and virtual parties to get closer to the IFORTIS WORLDWIDE community from all over the world. This is a fantastic opportunity to meet new people, have some fun, and share interesting stories and ideas.

Corporate Training Program Based on your performance, you will be nominated for the corporate training program.

Offer of Promotion/Employment You may also have an opportunity to apply for a full-time position. Opportunity to work on a diverse range of exciting projects.

[THIS SECTION WAS INTENDEDLY LEFT BLANK. EXHIBIT A COMES NEXT]