



**Dec 24th, 2020**

**Daniel David Raj M**

S/O Mohanraj N

6/25, Jayamaruthi Nagar,

Coimbatore, TN 641006

**Dear Daniel,**

**Subject: Internship Offer Letter**

We are pleased to offer you an internship for the position of Web Developer Intern. The duration of your internship will be for 2 months and can be extended based on your performance and requirement of VR AR MR.

**Your date of appointment is effective Dec 23rd, 2020.**

We are enclosing a copy of the terms and conditions of the Internship. Please sign and return the same to acknowledge your acceptance. We take this opportunity to welcome you to VR AR MR and trust that this will be the beginning of a mutually rewarding association.

**Best Wishes,**

**VR AR MR**

**Ashutosh Kumar**

**Head Of Operation**



## **TERMS AND CONDITIONS OF INTERNSHIP**

### **1. INTERNSHIP PERIOD**

Your appointment will be subject to the internship period of 2 months

### **2. STIPEND**

You will receive an experience certificate and stipend INR 5000 per month + Increment on Performance. You will also be awarded a letter of recommendation and Pre Placement Offer if you consistently give your best during your internship period.

### **3. HOURS & PLACE OF WORK**

Your normal working hours will be from Monday to Saturday, 9:30 AM to 6:30 PM. The work timings mentioned is indicative only and is open for change as per the needs of VR AR MR.

### **5. CONFIDENTIALITY OF COMPANY AND CLIENT PROPERTY/ INFORMATION**

You have an obligation to protect all company and client property data. This includes all information belonging to VR AR MR or its clients, that you will have access to in the course of your work. You must not make any of this information available to unauthorized personnel.

All such property/ information must only be used for its proper and intended purpose. The Company (or client) retains the ownership of Intellectual Property Rights relating to all inventions, patents and copyrights concerning work undertaken by you while in the internship of the Company and you shall cooperate fully in transferring, registering or any way securing such rights for the benefit of the Company and or defending such rights as may be required of you by the Company.

You have an obligation to protect all company and client's property/data. This includes maintaining confidential, information acquired by you relating to the Company's / Clients technical data, trade secrets, know-how, financial and other information. You are required not to divulge any such information to any third party or appropriate such information of your own personal gains. The Company reserves the right to initiate appropriate legal actions against you for breach of Confidentiality Agreement.



All software design or applications, including but not limiting to source-code, documentation, enhancements, revisions, upgrades, modifications and derivative works thereto, Custom Programming and all other items developed, designed and/or created by you under the terms specified in this letter, shall be the proprietary of the client and all copyright, patent and other intellectual property therein shall be owned and be the property of the client. You shall neither use it and disclose to anyone nor allow its use by any third party, nor shall have any claim or right to the same whatsoever therein.

You shall not have any right to use, in any manner whatsoever, any Intellectual Property in part or in full (i.e. copyright/trade name/ label mark/ trademark etc.) belonging to the Client, whether registered or not. At the time of cessation of service, you shall return all materials as well as information in respect of any intellectual property of the Client Company that has come into your possession and shall not use the same further for any other Client Company or for your personal purpose.

You shall indemnify and keep the Company indemnified against all claims by any third party for loss, damage, expenses or infringement of the third parties intellectual property rights including but not limited to, documentation, enhancements, revisions, updates, upgrades, modifications and derivative works thereto, custom programming and all other items developed, designed or created by you under the terms specified in this letter.

You will not at any point of time without the written consent of the Company disclose or divulge or make public except on legal obligations any information regarding the

Companies affairs or administrative or research carried out, whether the same may be confided to you or become known to you in the course of your service to the Company or otherwise.

If you conceive any new or advanced methods of improving process/formulae/systems in relation to the operations of the Client Company, such developments will be fully communicated to the Client Company and will be and remain the sole right/property of the Client Company.

You agree to accept and abide by the Companies Conflict of Interests Policy with respect to its interns. This policy is intended to avoid conflict of interests between the personal interests of an intern and the interests of the Company in its dealings with Suppliers, Customers and all other organizations or individuals doing or seeking to do business with the Company.



## 6. TERMINATION OF INTERNSHIP

You are required to give one calendar month's notice if you wish to leave the internship. During the notice period, you will be required to serve the company and any leaves taken during the notice period will increase the notice period equivalent to the number of days leave availed.

Your internship is liable to be terminated without any notice or pay on account of negligence in performance of your duty, client request due to lack of accountability and/or carelessness. You agree that the company will be free to terminate your internship without pay or assigning any reason thereof in case of uninformed absence by you for 7 days continuously.

The Management may decide to relieve an intern on his/her request before the completion of notice period at its sole discretion in which case you will be required to pay the shortfall in notice period to the company. In case an intern does not serve the notice period as per policy and stops attending his/her duties the company will be free to take corrective action which may include a penalty amount.

## TERMS AND CONDITIONS

The details in this offer letter are clearly explained and I fully agree to accept the internship on the terms and conditions mentioned in this agreement of internship. I fully understand this is confidential & will abide by the company policies.

Name: Daniel David Raj M

Place: Coimbatore

Signature: *Daniel Davidraj*

Date: 24/12/2020

