

June 16, 2023

**Mr. Tharun Kumar E**

No 29, G Block, Thanikachalam Nagar,  
8th Main Road, Ponnammanmedu,  
**Chennai - 600 110.**

Dear **Mr. Tharun Kumar,**

Sub: **Letter of Internship**

Congratulations! Further to your application for Internship with SecureKloud Technologies Ltd, herein referred to as "Company", and the subsequent selection process, we are delighted to offer you the internship.

The location of reporting and training will be Chennai, India. The date of starting of your internship will be **19<sup>th</sup> June 2023.**

Your total stipend during the internship will be Rs **10,000** per month, kindly note that taxes if any applicable will be deducted. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your internship, the necessary training and the contractual obligation to be with SecureKloud as per the attachment to this letter.

The duration of the internship is **Six Months** from the date of joining the organization and the location of posting will be Chennai.

During internship you will be governed by the rules, regulations and policies of the Company, which may be subject to changes from time to time.

The terms of this letter shall remain confidential and are not to be disclosed to any third party.

This offer letter is the final agreement between employee and SecureKloud and supersedes all other discussions done orally or through email.

Welcome to SecureKloud. We wish you a long, rewarding and fulfilling internship and look forward to your joining us.

Yours sincerely,

**For SecureKloud Technologies Limited**



**RAMESH SAMPATH S**

**MANAGER – HUMAN RESOURCES**



**Annexure A**  
**Annexure to your Offer as Intern**

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**Welcome to SecureKloud!**

SecureKloud has a broad-banded, Role and competency-based structure.

**1. Training:**

The training program would consist of classroom training and on-the-job training. The duration of the training would be purely based on business requirements and determined by immediate Manager.

**2. Leave:** During internship: 1 day per month.

**3. Notice Period:**

As an intern, you will be required to give one months' notice in case you decide to leave our services. In the event of you having any incomplete assignment, the Company will have the discretion to relieve you only on the completion of the assignment but not later than the notice period.

The Company may terminate your services immediately on disciplinary grounds or material breach of this contract or for lack of performance.

**4. Background Checks:**

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience, if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in "Offer Annexure for India". If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your internship.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, in advance of initiating appropriate action.

In addition, you are required to mandatorily furnish a copy of your passport on the date of joining.

**5. Other Terms & Conditions:**

You agree not to undertake employment / Internship, whether full -time or part-time, as the Director / Partner / Member / Employee / Intern of any other organization or entity engaged in any form of business activity without the consent of Company. The consent may be given subject to

*E. Tharun Kumar*

any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

You will be required to claim all business-related expenses as per the company policy and settle all dues within 30 days of incurring the expenditure as per Company policies. Expense claims, which are received after 45 days from the date of incurring the expenditure, will require separate approval from the Head of India Operation. Also, any unsettled dues post the aforementioned period would be deducted from the salary.

In SecureKloud, there are policies that are linked to performance management, career growth and annual compensation review of an employee, these policies will be applicable to you. You will be governed by the rules, regulations and policies of the Company as applicable to you.

All the benefits are as per the Company's policies, which are subject to change from time to time. This offer is also conditional upon the execution of the "Non-Compete and Non-Disclosure Agreement" (**Annexure B**).

Welcome to the SecureKloud family.

Yours sincerely,

**For SecureKloud Technologies Ltd.**



**RAMESH SAMPATH S**  
**MANAGER – HUMAN RESOURCES**

Encl: A/a





**Annexure B**  
**Non-Compete, Non-Disclosure Agreement**

This Non-Compete and Non-Disclosure Agreement (the "Agreement") is entered into by and between SecureKloud Technologies Ltd; ("SecureKloud") with its principal offices at SecureKloud Technologies Ltd, ("Disclosing Party") and **"Tharun Kumar E, No 29, G Block, Thanikachalam Nagar, 8th Main Road, Ponniammanmedu, Chennai – 600 110, ("Receiving Party")** for the purpose of preventing completion and the unauthorized disclosure of Confidential Information as defined below. The parties agree to enter a confidential relationship with respect to the disclosure of certain proprietary and confidential information ("Confidential Information").

I, **Tharun Kumar E** do hereby acknowledge and confirm the following: -

1. I am accepting internship with SecureKloud Technologies Ltd; ("SecureKloud"). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my internship with SecureKloud Technologies Ltd.
2. I am required, on behalf of SecureKloud, to provide services to, or solicit business from various clients of SecureKloud (each such client hereinafter referred to as a "Customer")
3. In consideration of the above, I agree that for a period of twelve (12) months following the termination of my internship with SecureKloud for any reason, I will not:
  - a) accept any offer of employment / internship from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my internship with SecureKloud.
  - b) accept any offer of employment / internship from a Named Competitor of SecureKloud, if my employment/ internship with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment / internship with SecureKloud.

For the purposes of this Non-Compete Agreement, "Named Competitor" shall mean organizations in the business of IT, Software Services, Cloud Computing, Big Data, Identity, Mobile etc.

*E. Tharun Kumar*

## **Non-Disclosure**

### **1. Definition of Confidential Information.**

For purposes of this Agreement, "**Confidential Information**" shall include all information or material that has or could have commercial value or other utility in the business in which Disclosing Party is engaged. If Confidential Information is in written form, the Disclosing Party shall label or stamp the materials with the word "Confidential" or some similar warning. If Confidential Information is transmitted orally, the Disclosing Party shall promptly provide in writing indicating that such oral communication constituted Confidential Information.

### **2. Exclusions from Confidential Information.**

Receiving Party's obligations under this Agreement do not extend to information that is: (a) publicly known at the time of disclosure or subsequently becomes publicly known through no fault of the Receiving Party; (b) discovered or created by the Receiving Party before disclosure by Disclosing Party; (c) learned by the Receiving Party through legitimate means other than from the Disclosing Party or Disclosing Party's representatives; or (d) is disclosed by Receiving Party with Disclosing Party's prior written approval.

### **3. Obligations of Receiving Party.**

Receiving Party shall hold and maintain the Confidential Information in strictest confidence for the sole and exclusive benefit of the Disclosing Party. Receiving Party shall carefully restrict access to Confidential Information to others / third parties as is reasonably required. Receiving Party shall not, without prior written approval of Disclosing Party, use for Receiving Party's own benefit, publish, copy, or otherwise disclose to others, or permit the use by others for their benefit or to the detriment of Disclosing Party, any Confidential Information. Receiving Party shall return to Disclosing Party any and all records, notes, and other written, printed, or tangible materials in its possession pertaining to Confidential Information immediately if Disclosing Party requests, it in writing.

### **4. Time Periods.**

The nondisclosure provisions of this Agreement shall survive the termination of this Agreement and Receiving Party's duty to hold Confidential Information in confidence shall remain in effect until the Confidential Information no longer qualifies as a trade secret or until Disclosing Party sends Receiving Party written notice releasing Receiving Party from this Agreement or 6 months after the termination of internship contract, whichever occurs first.

### **5. Severability.**

If a court finds any provision of this Agreement invalid or unenforceable, the remainder of this Agreement shall be interpreted so as best to effect the intent of the parties.

### **6. Integration.**

*E. J. Sharma Kumar*

This Agreement expresses the complete understanding of the parties with respect to the subject matter and supersedes all prior proposals, agreements, representations and understandings. This Agreement may not be amended except in writing and signed by both parties

**7. Waiver.**

The failure to exercise any right provided in this Agreement shall not be a waiver of prior or subsequent rights.

This Agreement and each party's obligations shall be binding on the representatives, assigns and successors of such party.

**Place:** Chennai

**Intern Signature:** E. Tharun Kumar

**Date:** 26/6/2023

**Intern Name:** E. THARUN KUMAR

Acknowledged by SecureKloud:



**RAMESH SAMPATH S  
MANAGER – HUMAN RESOURCES**

Encl: A/a



June 16, 2023

**Mr. Tharun Kumar E**

No 29, G Block, Thanikachalam Nagar,  
8th Main Road, Ponnammanmedu,  
**Chennai - 600 110.**

Dear **Mr. Tharun Kumar,**

Sub: **Offer of Employment**

We thank you for exploring career opportunities with SecureKloud Technologies Ltd (herein referred to as "Company")

You have successfully completed our initial selection process and we take great pleasure in offering you the position of "**Trainee – Software Engineer**". This offer is based on your profile, relevant work experience and performance in the selection process. Your title is indicative of the vital role that you will be playing in SecureKloud Technologies Ltd. We are confident that you will enjoy your role and make a significant contribution to the success of our business.

The enclosed Annexure details the compensation payable to you. The structure of your compensation plan may be altered / changed from time to time in line with the Compensation Structure Payroll and Practices of the Company.

Your reporting location will be Chennai, and the date of your joining is on or before **19-Dec-2023**.

- I. The offer made to you herein is subject to:
  - a) Your acceptance in writing to our offer of employment on terms mentioned in this letter, on or before two days from the expected date of joining.
  - b) You are submitting all the documents as mentioned in this Letter.
  - c) All information and records provided by you towards this employment being true and accurate at all times;
  - d) You are being found medically fit for carrying out the job expected out of the position offered.
  - e) Your antecedent verifications and documentary support of your educational qualifications are found satisfactory by the Company.
  - f) Your providing a Non- Disclosure and Confidentiality Undertaking to the Company in the manner required by the Company on the date of your join.

Your reporting structure shall be informed to you on joining and the Management reserves the right to change the same from time to time. In case the Date of Joining mentioned above is modified to mutual acceptance, then such revised date shall be reckoned as the date from which your appointment shall be deemed to come into effect.

*E. Tharun Kumar*

You have been appointed based on all the credentials / information submitted/provided by you. The Company reserves the right to carry out such background checks and antecedent verifications on you, as it may deem necessary. If during the course of such background verification, it is found that the credentials/information submitted/given by you is false or will not allow you to perform your duty effectively, the Company at its sole discretion shall terminate your employment without any notice.

- II. **Posting:** During the course of your employment with us, the Company reserves the rights to relocate you to any of our other offices or to any office of our group/sister/affiliate concerns whether existing as on date or that may come into existence on a later date, in any location throughout the world and you shall comply to the same. You may also be required to work out of any office of the Company's customers / clients during the period of your employment. You shall always abide by the rules and regulations applicable at the place that you work in.
- III. **Training:** The Company may identify training needs that will improve your skills and your ability with a view to enable you contribute better for the Company and provide such training at Company's cost. The training could be either classroom and / or on-the-job. The duration of such training would be purely based on business requirements and will be determined by your immediate Manager. You agree that the Company has agreed to incur the cost on the expectation of having your services for a reasonable period of time after such training. In such cases, you agree that it is fair and equitable for the Company to take at its discretion, an undertaking from you that you shall not leave the services of the Company for a period of two years from the date of completion of such training and in case you commit any breach of such undertaking the Company shall be entitled to seek appropriate remedies/damages against you. The cost will be actuals or six months of your gross salary whichever is less.
- IV. **Probation / Confirmation:** You will be on probation for a period of six months from the date on which your appointment comes into effect. The Probation period may be extended, based on your performance for a further period of three months or more at the sole discretion of the Company. Upon satisfactory completion of your probation, you shall be intimated in writing regarding your confirmation of services in the Company. Unless given in writing of your confirmation of services, your services with the organization shall be deemed to be on probation only. Your appointment/services with the organization shall be liable for termination with fifteen day's notice or payment in lieu thereof and also without assigning any reason whatsoever, at any time during your probationary period.
- V. **Duties and Responsibilities:** You shall be informed about your roles and responsibilities by your reporting authority on the date of your joining and the Company reserves its rights in assigning additional or alternate duties and responsibilities as it may think fit from time to time during your employment with the Company which you are expected to fulfil with high degree of competence, diligence and in accordance to the Company's rules and regulations.

E. Tharun Kumar



Your performance in the company shall be periodically appraised as per Company's policies. In the event you commit any breach of the Company's rules and regulations, you shall alone be responsible for such acts, and the Company reserves its right to take such further action as it deems fit including termination and/or recovery of any loss or damage as the Company may deem appropriate.

This Offer shall stand automatically withdrawn without any necessity to communicate in writing to that effect, in case you fail to intimate the Company on your acceptance to the offer made herein on or before two days from the expected date of joining.

At the time of joining, photocopy of the following documents should be submitted. Please carry the original copies which would be returned after verification.

- Standard S.S.L.C. and H.S.C. mark sheets equivalent
- Degree / Post Graduate Certificate and mark sheets for all semesters
- Last Annualized Salary Drawn / Pay slip of last three months from the previous employer.
- Relieving Letter from your previous employers
- Three Passport size photographs.
- Photocopy of your Permanent Account Number and Aadhar Card

Please sign the duplicate copy of this letter on each page and return the same as token of your acceptance of the terms and conditions detailed in this letter.

In case we do not receive any confirmation from you on or before the specified date, we shall be compelled to treat it as non-acceptance of our offer from your end and shall treat the offer as a declined offer. For further queries / clarifications, feel free to get back to us.

With best wishes and looking forward to a long and mutually beneficial association.

Yours sincerely,

**For SecureKloud Technologies Limited**



**RAMESH SAMPATH S**  
**MANAGER – HUMAN RESOURCES**



I have read, understood and agree to the terms and conditions as set forth in this letter.

Place: Chennai

Date: 16/6/2023

Full Name: E. THARUN KUMAR

Signature: E. Tharun Kumar

COMPENSATION & BENEFITS DETAILS			
<b>Name</b>	Tharun Kumar E	<b>D.O.J.</b>	19-Dec-2023
<b>Designation</b>	Trainee Software Engineer	<b>Band &amp; Level</b>	B1 L1
<b>1. Fixed Salary</b>		<b>Per Month (INR)</b>	<b>Per Annum (INR)</b>
1.1	Basic	12,500	1,50,000
1.2	House Rent Allowance	6,250	75,000
1.3	Special Allowance	3,841	46,095
	<b>Gross Monthly Salary</b>	<b>22,591</b>	<b>2,71,095</b>
<b>2. Retiral Benefits</b>			
2.1	Employer Contribution to Provident Fund	1,800	21,600
2.2	Gratuity ^		7,305
	<b>Fixed Cost to Company</b>	<b>25,000</b>	<b>3,00,000</b>
3.1	Retention Bonus **		50,000
	<b>Gross Cost to Company</b>	<b>29,166</b>	<b>3,50,000</b>
For <b>SecureKloud Technologies Limited</b>    <b>RAMESH SAMPATH S</b> <b>MANAGER – HUMAN RESOURCES</b>		<b>Accepted</b>    <b>Signature [E. THARUN KUMAR]</b>	

^ Gratuity amount is payable only where the employee completes 5 years of Continuous Services with the Company and as per the provisions of the Payment of Gratuity Act, 1972.

\*\*Retention Bonus for FY 23-24 is payable in full, which will be subjected to payment after completion of the 1st year, from the date of joining.