

Date: 12-August-2025
Mr. MANIVASAGAN N
305 - Sharan Blue Bell, Opposite
to Sri Chaitanya School, SGR
Dental College Road,
Munnekullala, Marathahalli,
Bangalore, Karnataka – 560 037.

Subject - Offer of Appointment

Dear Mr. MANIVASAGAN,

It is our pleasure to welcome you once again to Appsure Technologies Private Limited.

1. Further to our discussions, we are pleased to offer you appointment in our Organization as Technical Manager with effective from 15-September-2025.
 2. Your "Annual Total Cash Compensation" will be Rs. 25,00,000.00 (Indian Rupees Twenty five lakhs only). Please refer Annexure-A for details on the compensation and statutory deductions.
 3. Your remuneration package is strictly confidential between you and here after, referred as The Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
 4. Your employment with us will be governed by terms and conditions as specified in Annexure-C.
 5. You are required to join on 15-September-2025 at the below mentioned location. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing.
 6. On the date of joining, you are requested to report to HR at 10:00 AM to complete the joining formalities at Appsure Technologies Private Limited, 3rd Floor, AN Tower, Royal Nagar, Collectorate Post, Dharmapuri – 636 705. At the time of joining, you are expected to carry originals of the documents as per Annexure – B and submit the copies of the same to the HR Team.
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- Any change in the date of joining would be at the sole discretion of Appsure Technologies. Please confirm via e-mail your exact date of joining at least seven days in advance.
7. Please note that this Offer is subject to your being given a clear background check either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.
 8. This Offer of Appointment supersedes all our earlier communication in this regard.
 9. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to HR latest by 15-September-2025.

10. For any clarification / further Information on-

- Employment terms and conditions, please get in touch with M. Muthupalani HR Manager (E-Mail: hr@appsuretechnologies.com)

For Appsure Technologies Private Limited

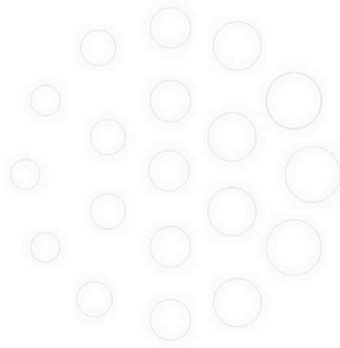


M. Muthupalani
HR Manager

Encl: Annexure-A (Salary Structure), Annexure-B (Check List of Documents), Annexure-C (Code of Conduct and Ethics).

Accepted

Date:



Signature of Candidate

Annexure – A

Name	Mr. MANIVASAGAN N	
Title	Technical Manager	
Location	Dharmapuri	
SALARY BREAKUP	Monthly Breakup (All figures in Indian Rupees)	Annual Breakup (All figures in Indian Rupees)
BASIC HRA SPECIAL	1,14,583.15	13,75,000.00
ALLOWANCE CHILDREN	4 5,833.26	5,50,000.00
EDU. ALLW LTA	4 2,816.59	5,13,800.00
	100.00	1,200.00
	5,000.00	60,000.00
Cost to the Company	2,08,333.00	25,00,000.00

S salary:

Your salary will be paid monthly through bank transfer on first week of the following month, for which you would be required to open a Bank A/c with any of the Companies specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and update of Permanent Account Number (PAN) details in the company's records.

Note:

Please note that the salary structure of The Company may be altered/modified at any time without any prior notice and your remuneration and other terms may accordingly be altered/ modified from time to time. Further salary, allowances and all other payments/benefits will be governed by The Company's rules as well as statutory provisions in force from time to time and subject to deduction of appropriate taxes at source.

For Appsure Technologies Private Limited



M Muthupalani
HR Manager

Annexure – B – Checklist of the Documents

At the time of joining, you are requested to bring the following documents in original (For Verification only), along with 1 copy of each.

(a) Certificates' supporting your educational qualifications along with marks sheets

- Xth Certificate & mark sheets
- XIIth Certificate & mark sheets
- Degree Certificate & Semester/year-wise mark sheets
- Master's Certificate & Semester/year-wise mark sheets
- Diploma/PG Diploma Certificate & Transcripts
- Any other Certificate with supporting documents – if any

(b) Your relieving letter from your present organization

(c) Service Certificate from the last employer as well as all previous employers.

(d) Acceptance copy of Appsure Technologies Private Limited's offer of appointment duly signed.

(e) Two passport-sized color photographs with white background.

(f) Valid Passport

Please submit copy of the valid Passport (inclusive of all blank pages). In case you have applied for it, please submit the proof of Passport Office submission ticket. Upon receipt of Passport from Passport Office, please submit the documents to HR.

(g) PAN Card and Proof of PAN Number

You MUST carry and provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll and no payments on account of salaries can be made without a PAN Number. If applied for please submit a copy of the acknowledgement as issued by the Income Tax authorities.

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, The Company reserves the right to revoke the offer.

Annexure – C – Code of Conduct and Ethics

1. Working Hours:

The work timings are at the sole discretion of the Management and would normally consist of a 45 hours workweek. These are subject to change as per business requirements. Same numbers of work hours are expected even when you are on an assignment abroad, unless communicated otherwise by a Appsure Technologies Private Limited entity. The general working hours will be 9:30 A.M. to 6:30 P.M., Monday through Friday, with half hour break for lunch. Employees may also be expected to work in shifts based on business requirements.

2. Annual Earned Leave:

You are entitled to 20 days leave of absence on full pay per year and un-availed leaves are accumulative as per current Appsure Technologies Private Limited applicable to you as per the prevailing Leave Policy.

3. Holidays:

Appsure Technologies Private Limited observes 10 holidays in a year which may consist of fixed days of holidays and flexible religious holidays and may be availed as per policy in force.

4. Transferability:

During your employment with Appsure Technologies Private Limited, your services can be transferred to any of the locations in India or abroad or any function or department or platform or technology within company offices or client locations or any associate or subsidiary company of Appsure Technologies Private Limited whether existing or to be set up in future on the same terms and conditions at the sole discretion of the Management. The benefits linked to such transfers will be governed by the respective Appsure Technologies Private Limited policy in force from time to time.

5. Confidentiality / Non-Disclosure

- a) You must return to The Company, upon request, and in any event, upon termination of your employment, all documents and tangible items which belong to The Company or which refer to any confidential information and which are in your possession or under your control.
- b) You must, if requested by The Company, delete all confidential information from any reusable material and destroy all other documents and tangible items which contain or refer to any confidential information and which are in your possession or under your control.
- c) All software, systems, ideas, concepts, designs, documentation or any other material produced by you, during the period of your assignment to the Appsure Technologies will either be Intellectual Property of the Appsure Technologies or that of its customers. You will not have any rights to such material as described above.

You shall execute / sign the Confidentiality Agreement as and when required by Appsure Technologies Private Limited or the Client.

6. Business Code of Conduct and Ethics:

All employees are expected to maintain the highest level of ethical conduct and are required to sign our Code of Ethical Business Conduct / Conflict of Interest certificate. Any instance of improper conduct including but not limited to misconduct, gross negligence or abandonment of the position to which you have been appointed shall constitute sufficient grounds for immediate termination of your services without any notice or payment in lieu of.

7. Information Security:

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

8. Notice for Termination:

- a) Either party can terminate this employment by serving a notice of 60 days on the other. The Company may at its absolute discretion make a payment representing salary (basic) in lieu of notice of termination. However, for cause like misconduct, gross negligence, willful insubordination or disobedience, misbehavior or non-performance, Appsure Technologies Private Limited may terminate your services with immediate notice. The Company shall have the right to place you under suspension on subsistence allowance and benefits as applicable pending any investigation into potential dishonesty, gross misconduct, misappropriation, gross negligence, fraud or other circumstances, which expressly provides for termination of your employment which if proved, would entitle The Company to dismiss your services summarily.
- b) In the event of your serving on The Company a notice of termination of employment by submitting a resignation letter, your release will be governed by the relevant policies in force at that point in time, subject to satisfactory handing over of your duties, responsibilities, Company documents, Company assets, etc. to the relevant parties.
- c) Unauthorized absence or absence without permission from duty for a continuous period of 7 working days would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination.

9. Service Agreement:

Post your joining, should you accept any specialized training whether in India or abroad, you will be required to commit to serve Appsure Technologies Private Limited for 12 months as per the Appsure Technologies Private Limited policy. You will be required to enter into a Service Agreement, as per Appsure Technologies Private Limited's policy on Training, supported with a Guarantee in the form and manner decided by Appsure Technologies Private Limited. You are under no obligation to accept any training requiring a commitment to serve Appsure Technologies Private Limited on your part. However, once accepted by you, it will be a binding contract.

10. Retirement Age:

All employees on rolls of Appsure Technologies Private Limited will retire from the services of the company on reaching the age of 60.

11. Non-Smoking Policy:

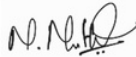
Smoking is prohibited in the office premises other than the specifically assigned zones, if any. This offer/appointment is subject to the condition that you indemnify and also certify that all the information (like educational qualifications, work experience, past salary drawn and all other information) supplied by you to Appsure Technologies Private Limited to get an employment with Appsure Technologies Private Limited, is accurate and nothing has been given untrue. If it is later found that you had supplied inaccurate/untrue/false information, then Appsure Technologies Private Limited reserves the right to terminate your services without any notice and seek appropriate damages or reimbursement of financial expenses incurred towards your training, relocation, etc. Appsure Technologies Private Limited also reserves the right to take such other action as permitted under law.

Appsure Technologies Private Limited reserves the right to change the terms and conditions of your employment and its policies and procedures at any time.

Please sign a duplicate copy of this letter confirming your acceptance of the above terms and conditions of appointment and return it to us for office records.

We are excited about your decision to join the company and wish you a long successful career with Appsure Technologies Private Limited.

Sincerely,



M. Muthupalani
HR Manager

Read and Accepted (MANIVASAGAN N)

APPSURE TECHNOLOGIES PRIVATE LIMITED

#452/1A2A Royal Nagar, Housing Board, Collectorate Post, Salem Main Road, Dharmapuri - 636 705. Tamil Nadu, India.

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