



Mindteck (India) Limited
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October 31, 2025

Nitesh R
Bangalore

Dear Nitesh R,

We are pleased to inform that you have been appointed with Mindteck (India) Limited, under the following terms and conditions:

1. You are appointed as **Trainee** effective **November 03, 2025**.
2. The duration of the **traineeship** will be for **11 Months** starting from your Date of Joining **November 03, 2025**
3. During the traineeship, you will be eligible for a **stipend of Rs. 25000/-** (Rupees Twenty Five Thousand Only) Per Month. The period of assignment may be renewed or terminated based on the requirements and as mutually agreed.
4. Your Base location is Bangalore and your work location will be Bangalore, which is subject to change as per organizational business requirements. You will maintain the time sheets for the number of hours worked which will be approved by authorized personnel in the company.
5. TDS (tax deducted at source) will be deducted as per Income Tax Act, if any as applicable. You shall abide by all statutory and labor law requirements/amendments which shall come in to force from time to time.
6. Your assignment may be terminated by Mindteck (India) Limited or by you **with 15 days** of advance notice without assigning any reason what so ever.
7. You are entitled for 1 day leave per month.

8. Trade Secrets and Confidential Business Information

You shall not, while on this project assignment, disclose or use for the benefit of yourself or any other person, partnership, firm, corporation, association, or other legal entity, any of the trade secrets or confidential business information of the Company. Trade secrets of the Company include, but are not limited to, any and all management information, proprietary and technical information of the Company in the nature of computer techniques, programs, services, systems, inventions, and the like employed by the Company and/or its affiliates in India or abroad in the development and operation of its computer products and services.

Confidential business information of the Company includes any information other than trade secrets that is of any value or significance to the Company and not generally known to competitors of the Company nor intended by the Company for general dissemination, including but not limited to, policies, strategies, lists of the Company's current or potential customers, prospective leads or target accounts, the identity of various suppliers of products or services, pricing schedules, computer programming needs of its customers, information as to the profitability of specific accounts, and information about the Company itself and its executives, officers, directors and employees.

9. Duty To Return Company Property.

The Company properties and assets including, but not limited to, the Company products, customer correspondence, internal memoranda, photocopies of products and designs, sales brochures, price lists, customer lists, any customer information, sales literature, notebooks, computer training materials, textbooks, and all other like information or products, including all copies, duplications, replications, and derivatives of such information or products, acquired by you at any time during your project assignment shall remain the exclusive property of the Company and shall be returned to the Company no later than the final date of your project assignment.

This is always without prejudice to the Company's rights in law to take such other legal action against you as is applicable to it as also to its right to recover the full amount of the replacement price. The Company shall be entitled to recover from you and you shall be bound and liable to make good to the Company any loss suffered by the Company on account of misuse of the Company's property by you and/or any damage occasioned to the Company's property whilst in the custody of or entrusted to you.

10. Inventions, Ideas, Processes and Designs

All inventions, ideas, processes, programs, codes, software and designs (including all improvements) (i) conceived or made by you during the course of your project assignment with the Company, and (ii) other ideas, techniques or principles related to the business of the Company, shall be the sole and exclusive property of the Company. You shall cooperate with the Company and its attorneys in the preparation of patent, copyright and other applications for such developments and shall promptly assign all such inventions, ideas, processes, and designs to the Company. The decision to file for patent or copyright protection or to maintain such development as a trade secret shall be in the sole discretion of the Company, and you shall be bound by such decision.

11. Security Policies

You agree to abide and follow the security policies and procedures of Mindteck like the ISMS framework or any other security procedures that may be introduced from time to time and will not violate such security policies or procedures, either directly or indirectly. Any violation of Mindteck's security policy or procedures

brought to the attention of the management through its incidence reporting system or otherwise will be dealt with in accordance with Mindteck's security violation disciplinary procedure.

12. No Moonlighting:

Once you are engaged in internship with Mindteck, you declare and agree that you are not in employment with any other organization whether full time or part time. Further, you agree that you will not accept any full time or other part-time employment or consulting work or render any professional services, without the Company's prior written consent. The breach of this clause is considered as a serious offence by you and Company shall take such action against you in addition to termination of employment.

13. You will abide by the rules and regulations of Mindteck including the conduct and discipline that may be in force from time to time.

14. We believe that this assignment will be valuable to you and will enhance your knowledge and skill and thus benefit you.

15. If the above terms and conditions are acceptable, you may sign one copy of this letter acknowledging your acceptance of the above terms.

We wish you all the very best in your project assignment.

For Mindteck (India) Limited



Pradeep K

Senior Vice President – Human Resources

Acceptance

I, _____ agree to accept the above terms and conditions mentioned in this letter.

Signature _____. Date _____.