

01/08/2024
Private & Confidential
Optimumin Technologies LLP
No.23, Sabapathy Nagar, Kosakulam
Madurai- 625 017, India

Dear Vishwapoojitha,

OFFER OF EMPLOYMENT WITH OPTIMUMIN TECHNOLOGIES LLP

On behalf of Optimumin Technologies LLP (referred to as “Optimumin” or the “Company” herein), we are excited to present you with this offer of employment (“Agreement”). As such, the Agreement contains a statement of the principal terms of your employment between Optimumin and you.

Please note that this offer is conditional upon the following: (i) Obtaining a valid work permit (if you are not a local resident of the city where you will be employed, you are required to obtain the relevant residence and work permit and visa for the purpose of legal employment according to related local government regulations before you begin work at the Company). (ii) Satisfactory completion of all and any background checks (including references and academic achievement checks) or medical examinations we consider necessary based on your role. (iii) Being free of any non-competition agreements or non-competition articles that you had entered into with your current employer (or any other companies) that might affect or interfere with your ability to work for the Company in any way.

APPOINTMENT

Position

Your job role/title will be **UI Developer Associate** at Optimumin.

You shall perform such duties as may from time to time be assigned to you by us. If your duties or position with us changes for any reason, then the terms of this Agreement will continue to apply, unless expressly varied by each of us in writing.

Location

Your normal place of work shall be Chennai that will intend to change.

COMMENCEMENT DATE

1st August 2024

Note: In the event that your actual commencement date is different to the above, the date recorded in the Company's HR System shall be regarded as final.

PROBATION

The first 6 (six) months of your employment will be a probationary period during which either party can terminate this Agreement with immediate effect without any notice and without assigning any reasons therefor. The confirmation of your employment with the Company will be dependent upon satisfactory completion of the probation period mentioned above. During the probation period you must demonstrate that you have the capacity to fully meet the normal requirements of your position, and your attendance record (including all sick leaves) and conduct have been satisfactory. If you successfully complete the probation period, the

Company may, at its sole discretion, confirm your employment. Unless your confirmation is communicated to you in writing, you will be deemed to be on probation.

WORKING HOURS

Our normal working hours are Mondays to Saturdays, 9 am to 6 pm. We reserve the right to change the days and hours of work as reasonably required to meet the business requirements. Any change will be communicated to you in advance.

PAY AND BENEFITS

You will be paid a remuneration of **INR 1,80,000** per annum, which shall be payable monthly in arrears directly into your nominated bank account.

Note: If your employment commencement date is before our normal payroll cut-off date, you will receive your first month's pay on that month's normal pay date. If your employment commencement date is on or after our normal payroll cut-off date, you will receive your first month's pay in accordance with the statutory requirements. HR can confirm our payroll cut-off dates.

Your Base Salary will be reviewed annually and may be increased from time to time at our sole discretion without affecting the other terms of your employment. There is no obligation to award an increase and there will be no review of your salary after notice has been given by either party to terminate your employment.

Tax, Deductions and Withholdings

Your base pay is a gross amount and you are responsible for paying all types of government-mandated taxes and levies on your salary. Where applicable, the Company will withhold such taxes and other amounts in compliance with the applicable laws.

You agree that you shall be fully responsible for and indemnify the Company against any liability, assessment, or claim for any form of tax arising from or made in connection with your Base Salary, other salary components, and any employment benefit.

Subject to any applicable local law, at any time during your employment, or upon its termination, you consent to us deducting from your Base Salary (or from any other payments due to you) any money that you may owe to the Company.

Statutory Holidays, Annual Leave, other Leave, and Benefits

As a Company employee, you will enjoy all such statutory holidays, annual paid leave, other forms of leave (paid and unpaid) and other benefits as per the Company's prevailing employee policy and practices. Subject to applicable law, the Company reserves the right to amend, change, and cancel all such benefits.

GENERAL

Notice of Termination

After completion of the probation period, this Agreement may be terminated by either party giving to the other party 3 months' notice in writing or by the Company only paying your base salary in lieu thereof.

If notice is given to terminate your employment by either of us, you agree that we may – direct you not to perform any duties for part or all of the notice period; require you to remain away from our premises; require you to abstain from engaging in contact other than social contact with any customers or employees of the Company.

Further, we reserve the right to terminate your employment at any time without notice, in accordance with applicable laws, should you be guilty of misdemeanour, misconduct, negligence, harassment, criminal offense, fraud, dishonesty, violation of Company rules, any breach of the terms and conditions of this Agreement, or lose the right to work in your country of work.

During or after the termination of your employment, you shall not at any time, make or publish any statement (orally, electronically or in writing) or instigate, assist or participate in the making or publication of any statement, which would or could libel, slander, disparage or defame or expose to hatred, contempt or ridicule (a) the Company and its affiliates; (b) any of its services, affairs or operations; or (c) any of its past or present directors, officers, employees, members, managers, shareholders, partners, predecessors, successors, or agents or such persons of the Company's affiliates. Nothing herein shall prevent you from making or publishing any truthful statement (i) when required by law, or as per a court order; (ii) in the course of any legal, arbitral or regulatory proceeding between you and the Company; (iii) to any governmental authority or regulatory agency; or (d) in connection with any investigation by the Company.

Intellectual Property of Other Employer(s)

We have extended this offer to you based upon your general knowledge, background, experience, skills, and abilities and not because of your knowledge of your current employer's or any previous employer's trade secrets or other company-specific information. As a condition of employment at the Company, you agree not to disclose or use confidential or proprietary information or any trade secrets of any current or prior employer. In this regard, you should be extremely careful not to bring to the Company any documents or other materials in print or electronic form belonging to or acquired from any current or prior employer. You shall solely be liable if any material used by you during the course of your employment infringes on any trademarks, copyrights, patents, or any other intellectual property of any current or prior employer or any other third-party.

Company Values, Principles, and Code of Conduct

Each employee is required to be responsible to become familiar with, understand and follow the Company's Values, Principles and Code of Conduct, as amended from time to time.

Data Privacy and Consent

By signing and returning this Agreement, you understand and agree to the Company collecting, using, processing, and disclosing your Personal Data (and where applicable your family's/dependents' Personal Data), which is in our possession or control or that you provide to us as part of your employment. We will process such Personal Data for purposes of your employment with the Company. Such Personal Data may be transferred to, stored, or processed in a jurisdiction other than where it was collected. We will endeavour to protect your Personal Data in accordance with applicable laws. You also consent to us conducting reference and background checks, including but not limited to education and professional qualifications, with your current employer and any previous employers and your nominated referees and authorise such persons to provide the necessary information for that purpose.

Confidentiality

Except as required by your duties, you shall not use or disclose to any person either during or at any time after your employment any confidential information about the business or affairs of the Company or any of its business contacts or about any other confidential matters that may come to your knowledge in the course of your employment. For the purposes of this clause, confidential information means any information or matter that is not in the public domain and that relates to the affairs of the Company.

Governing Law and Jurisdiction

This Agreement shall be governed by and construed in accordance with the laws of the place where your normal place of work is and you hereby submit to the exclusive jurisdiction of the courts of that place.

This offer of employment is conditional upon you accepting the terms and conditions of employment set out in this letter by 01st August 2024.

Should you have any queries or require clarification on this Agreement, please feel free to contact our HR department.

Joining Documents

Upon acceptance of this offer, you may send the following joining documents to via on or before the date mentioned above:

1. 4 Passport size colour photographs
2. Proof of Academic & Technical qualification / Certificates starting from 10th to the recent qualification along with their photocopies
3. Residence Address Proof, ID Proof, and PAN Card
4. Copy of Previous Company Offer / Appointment letter, recent salary revision letter if any, recent 3 month's salary slip & relieving letters.

Yours Sincerely,



Authorized Signatory

Rahin. A

Annexure

SALARY COMPONENTS	MONTH / INR	ANNUAL / INR
Basic Salary	7,500	90,000
House Rent Allowance	6,000	72,000
Special Allowance	1,170	7,200
Gross Salary	14,670	169,200
Provident Fund (Employer Contributions)	900	10,800
Total CTC	15,570	180,000

NOTE:

- Professional Tax & Labour Welfare Fund will be deducted as per the norms (as applicable).
- The above-mentioned salary components are as per the current structure. Any changes in the organization policy with respect to this structure will be applied as on that date.

We look forward to welcoming you to Optimumin Technologies and we assure you an interesting and rewarding career with us!

I accept Employment with the Organisation on the terms and conditions set out in this Offer Letter, a copy of which I confirm I have received.

Name: Vishwapoojitha

Signature: _____

Date: _____