



Codryl Technologies Pvt. Ltd.  
Shree Complex, P&T Colony, Dombivli East,  
421201, Maharashtra, India  
Date: 27-Aug-2024

Mr/Ms. ADARSH SURADKAR  
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Employee ID: 20000002

**Sub: Offer of Employment**

We are pleased to offer you the position of CEO at Codryl Technologies Pvt. Ltd. Your skills and experience are an excellent match for our team, and we look forward to having you join us. Please find the details of your employment below:

**1. Position:**

You will be employed as an CEO. Your responsibilities will include, but are not limited to, developing and maintaining mobile applications as per the project requirements provided by the company.

**2. Start Date:**

Your expected start date is 2024-09-15, subject to successful completion of all pre-employment checks.

**3. Compensation:**

This position is based on a 'Get Paid as You Work' payment model. You will receive compensation upon the successful completion of each project assigned to you. The detailed payment structure is provided in Annexure

1.

#### **4. Work Location:**

You will be working remotely (Work From Home), with all communication and deliverables to be managed online as per the company's work-from-home policy detailed in Annexure 2.

#### **5. Employment Type:**

This is a contractual position where your employment is tied to the duration of your projects. The company reserves the right to assign you to various projects as per business needs.

#### **6. Code of Conduct and Company Policies:**

You are required to adhere to the rules and regulations of the company, including but not limited to confidentiality, data protection, and intellectual property rights. Your adherence to company policies is crucial for your continued employment.

#### **7. Termination:**

This contract can be terminated by either party with a written notice of [Notice Period] days. The company reserves the right to terminate employment immediately for any breach of company policies, failure to meet the required performance standards, or violation of any terms mentioned in the annexures.

#### **8. Work Schedule:**

You will have a flexible working schedule, with the requirement to work 8 hours a day for 5 days a week. You may choose any two days as your week off, provided you inform your manager one week in advance. Mandatory attendance at scheduled meetings is required, and failure to attend can lead to penalties.

#### **9. Daily Project Updates:**

You are required to submit project updates daily on the employee portal. Failure to do so may result in

penalties.

**10. Data Security and Client Communication:**

Data security is of utmost importance. Any breach or leakage of client data will result in immediate termination.

Direct communication with clients without prior approval from your manager is strictly prohibited and will lead to a 180-day suspension.

**11. Absconding and Notice Period:**

Failure to serve the notice period or absconding from the company will lead to permanent termination from employment at Codryl Technologies Pvt. Ltd.

**12. Post-Project Responsibilities:**

Upon completion of the project, you are required to submit all the deliverables and transfer all rights to the company. Failure to submit the project will result in penalties.

**13. Project Submission and Penalties:**

Delays in project submission will attract penalties. The severity of the penalty will depend on the extent of the delay.

We are excited to have you as a part of our team. Please review the attached annexures for detailed policies and procedures. If you agree to the terms and conditions outlined in this offer, please sign and return a copy of this letter along with the annexures.

Sincerely,

**Adarsh Suradkar**

**Devendra Ambre**

**CEO, Founder**

**Codryl Technologies Pvt. Ltd.**

**Authorized Signatory**