



January 24, 2023

Dear Debdeep Paul,

Please sign the enclosed Service Order to confirm that you accept this project. Once you sign, it will automatically be transmitted back to me and then I'll follow up on next steps.

Cheers,

Wei Swan

[wei.swan@generalassemb.ly](mailto:wei.swan@generalassemb.ly)

**Service Order #  
DEBDEEPPAUL-73487**

**to MSA dated January  
11, 2023  
Course & Immersive Contractors**

This Service Order (the “**Service Order**”) is entered into as of January 24, 2023 (the “**Effective Date**”), by and between General Assembly Space Academy Pte. Ltd. (“**General Assembly**” or “**GA**”) and the entity or individual listed in the signature block of this Service Order (the “**Contractor**”), pursuant to the Master Services Agreement (“**Agreement**” or “**MSA**”) entered into by the parties on January 11, 2023. All capitalized terms not defined in this Service Order shall have the meaning set forth in the Agreement.

**1. Services Description.**

- (a) **Services.** Contractor will be providing the following services to General Assembly as a(n) Course & Immersive Substitute Instructor.

**Program Name:** Data Science Immersive Flex

**Instance ID:** 199466

**Location:** SIA:79 Anson Road, # 20-01

**Schedule/Deliverable(s):** Role: Co-Lead Instructor

Dates: 25 February 2023 to 26 August 2023  
Except no classes on public holidays

Class Times:

Tuesdays & Thursdays - 6:30 PM to 10 PM (remote on Zoom)

Saturdays - 9:00 AM - 6:00 PM (alternate Saturdays in-person on campus and remote on Zoom)

Split coverage to be coordinated between co-instructors

Optional Office Hours:

Wednesdays - 7:00 PM - 10:00PM (supported by teaching assistants remotely on Slack)

Campus Address:

79 Anson Road, #20-01

Singapore, 079906

Compensation (inclusive of preparation + delivery): \$13,500 SGD

\*Delivery Mode may change depending on the updated government guidelines and restrictions.

\*Please take note the Invoice Dates are not the Payment Dates. Typically Invoice Dates are NET 15. This means your Payment Dates will be within 15 days of the Invoice Dates outlined below.

- (b) **Additional Responsibilities.** Contractor will also be responsible for the following:

- (c) **General Assembly Representative Contact.** Contractor should report to Wei Swan to confirm any instructions and in respect to General Assembly's management of the course.
- (d) **Conduct.** Contractor is required to perform the service set forth in this Service Order in accordance with General Assembly's Code of Conduct or any other policies and procedures provided and applicable to Contractor. Failure to attend any sessions on time, absence, or failure to adhere to professional standards may result in the termination of this Service Order and/or the Agreement by General Assembly.

# **1. Payment.**

- (a) Contractor's Fee for the Services described in this Service Order will be divided and paid in equal installments every fifteen (15) days over the course of the Services until the total Fee has been paid in full.

## **Payment Schedule:**

**Total Fees:** SGD 13,500.00.

**Payment Schedule:** Total Fees will be paid as set forth below:

**Payment Terms:** Net 15

<b>Invoice Date(s)</b>	February 25, 2023	2,000.00
<b>&amp; Amounts:</b>	April 3, 2023	2,000.00
	May 8, 2023	2,000.00
	June 12, 2023	2,000.00
	July 17, 2023	2,000.00
	August 26, 2023	3,500.00

- (b) **Currency.** If Contractor requests in writing that General Assembly make payments in a different currency and General Assembly agrees, Contractor bears the currency risk and General Assembly will calculate payments by applying the official exchange rate of Contractor's currency on the date any such payment(s) are made.
- (c) **Taxes.** Given Contractor's status as an independent contractor, General Assembly will not withhold or deduct any taxes from the fees. Contractor is fully responsible for all taxes associated with the payments received from General Assembly.

2. **Term.** This Service Order commences on January 24, 2023 and continues thereafter until the completion of each party's obligations hereunder, unless earlier terminated in accordance with the Agreement. This Service Order is contingent on course enrollment. General Assembly reserves the right to terminate this Service Order at any time if course enrollment expectations are not met, and such termination will not be considered breach of this Service Order or the Agreement.

*[Signature Page Follows]*

**IN WITNESS WHEREOF**, the parties  
hereto have executed this Agreement as of the  
Effective Date.

**GENERAL ASSEMBLY**

**General Assembly Space Academy Pte. Ltd.**

DocuSigned by:

*Wei Swan*

77C8407736DC474...

**Name:** Wei Swan

**Title:** Sr. Instructor Manager, Singapore

**Address:** c/o General Assembly Space, Inc.  
Attn: Legal Department  
915 Broadway, 3rd Floor  
New York, NY 10010  
USA

1/23/2023

**CONTRACTOR:**

**Debdeep Paul**

*Debdeep Paul*

**Name:** Debdeep Paul (Dr)

**Title:** Co-Lead Instructor

**Address:** 70, Jalan Tiga Ratus  
Singapore 488090