

27th September, 2023

Sub: Offer letter for the position of Application Developer

Dear Pramod,

Congratulations and Welcome to the CabsKaro Team !!

We are delighted to offer you the position of Application Developer in our Organization with effect from 3rd October 2023 and look forward to your acceptance on the same.

Your gross take-home Salary would be Rs. 1,80,000/- A.M (One Lakh Eighty Thousand per Annum), for the duration of 12 months.

This offer has been made based on information furnished by you. However, in case of any deviations, we retain the right to review our offer of employment.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure- A and you are required to submit a copy of all the documents mentioned in Annexure – B of the Offer Letter at the time of joining.

A detailed letter of appointment will be issued once you join us.

We congratulate you on your appointment and wish you a long and successful career with us. We assure you of your professional development and growth with Cabem Technologies Pvt Ltd.

Please return a signed copy of this letter as a token of your acceptance.

Pramod

Yours truly,

Cabem Technologies Pvt Ltd

Annexure - A

1.Joining Details:

You are requested to join us on or before October 3, 2023, and will be required to operate from the Faridabad office as mentioned below:

H-506, Sarovar Portico,
Suraj Kund,
Faridabad, Haryana,
121009

2.Probation Period:

You will be on probation for a period of three months from your date of joining. If the management considers it necessary, the probation period can be extended by another six months in blocks of three months each. If your performance is considered unsatisfactory, your services may be terminated at the end of the probation period. During the probation period, either party may terminate the contract by giving 30 Days' notice subject to HR's approval.

3.Termination of Service:

On confirmation of your employment, in case you want to leave your job, you have to give 45 days' notice in writing, or you have to pay an amount equivalent. Likewise, your services may be terminated at any time without assigning reason by giving 45 days' notice in writing or an amount equal to 45 days' base salary, except in the case of termination on the grounds of disciplinary issues, performance, misconduct, or non-allocation. In case you leave our employment without notice, we shall have the right to deduct as liquidated damages an amount equivalent to two months' salary from any amount that may be due to you.

Continued absence from duty for 4 days without express permission in writing of the management or overstay of sanctioned leave for 4 days shall be tantamount to voluntary abandonment of service and your name will be struck off from the rolls of the company without any notice to you.

You will be governed by the laid down code of conduct of the company and if there is any breach of the same or non-conformance of contractual obligation or with the terms and conditions laid down in this agreement, your service can be terminated without any notice; notwithstanding any other terms and conditions stipulated herein the company reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interest.

You will be governed by the rules and regulations enforced by the Company from time to time.

The above terms and conditions are liable to be changed without any reference to you. You will always be governed by the relevant rules of the company applicable to the staff of your category, which are in existence or may be modified from time to time.

4. Intellectual Property Right:

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use, utilize and exploit such improvement and you shall assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose.

The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

5. Secrecy/Confidentiality:

You will not during the course of your employment with the company or at any time thereafter divulge or disclose to any person including competitors, clients, and former employees, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavor to prevent any other person from doing so. Failure to do so on your part may result in legal action against you and the person to whom the information was divulged.

6. Restrain:

Access to Information:

Information is available on need to know basis for specific groups and the information is segregated to allow individual sectors information access for projects and units. Access to this is authorized through access privileges approved by unit mentors or project mentors. Unauthorized access or attempt at unauthorized access is strictly prohibited and any attempts to do so will result in immediate termination of employment and legal action as deemed fit by the company.

Restriction on Personal Use:

Use of company resources for personal use is strictly restricted. This includes usage of computer resources, information, Internet service, and working time of the company for any personal use. You will under no circumstances carry any work home unless specifically requested by your manager. Any usage of company information for personal use will result in immediate termination of employment without notice and/or legal action for a misdemeanor as deemed fit by the company. You may/may not be required to reimburse the company for any losses incurred by the company on account of personal usage of company data.

7.Appointment in Good Faith:

It must be specifically understood that this offer is made based on your proficiency in technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently. In the case at a later date, any of your statements/particulars furnished are found to be false or misleading or your performance is not up to the mark or falls short of the minimum standard set by the company, the company shall have the right to terminate your services forthwith without giving any notice notwithstanding any other terms and conditions stipulated therein.

The above terms and conditions are based on the company's policy, procedures, and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matters, including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.



Annexure - B

1. **Proof of Date of Birth**
2. **10 & 12th Certificates**
3. **Graduation degree with all the mark sheets of all the semesters**
4. **Post-Graduation degree with all the mark sheets of all the semesters (if applicable)**
5. **Any professional Course/Diploma (if applicable)**
6. **Experience / Relieving letter from previous employer**
7. **Form 12B – From your last organization (Mandatory)**
8. **Copy of PAN card (Mandatory)**
9. **Copy of Aadhaar Card (Mandatory)**
10. **Copy of Address Proof (Passport/Driving License/Voter Card)**
11. **Six Passport size photographs**