

Date: 1 Arpil, 2023
Hyderabad.

Dear **Sai Kumar Enagandula,**

We are pleased to confirm your acceptance of an internship as a “**Software Engineer - Associate**” in our organization and will secure a stipend of **INR. 15000** (Including all the allowances) per month.

Your first day of work will be **03, April 2023** and will work at least 40 number of hours per week and continue to appear for the work at least next 6 months. There after based on the performance you are entitled for Salary of **INR 20,000** per month including all the allowances and this will cost the company **2,40,000/-** (Two Lacks Forty Thousand Rupees) annually in total.

We can hope that during your time here with us, exhibit dedication towards the organization and perform all the duties up to the satisfaction of the teams. Also adhere to the employment guidelines provided in the attached **Annexure A**.

We expect you to gain professional exposure by playing various roles in project development life cycle such as intern, team member and also learn managing the respective project deadlines. We considered you to be a good asset for our organization.

We wish you a bright and successful future ahead.

With best wishes.

From BRR Softwares Systems Pvt. Ltd.,



Raveendar Bandaru

Director - HR & Head of Engineering

BRR SOFTWARES SYSTEMS PRIVATE LIMITED

Head Office: #652 - B, Sri Ram Nagar, Kondapur, Dist – R.R, City - Hyderabad - 500081, Telangana,
USA Office: Clarence Dr. Ste, 250 Frisco TX 75033

Annexure A

Terms & Conditions

A. Probation

You will be on probation for a period of Six (06) months from your date of joining. Upon satisfactory performance during probation, you will be confirmed as a permanent employee of the company.

B. Increments and Promotions

Your growth and increase in salary will depend solely on your performance as well as company's performance. Generally, the salary increases are given on an annual basis w.e.f. 01st April.

C. Transfer

You may be deputed / transferred to work at any one of the other branches, divisions of the company affiliates or at the client's office as and when deemed necessary and at the discretion of the Management. While on the Client Deputation, you would follow the work norms as applicable to the employees of the Client organisation or as per the agreed norms between company and the Client. For such period, compensation applicable to a specific location will be payable to you.

D. Exclusivity

During your service, you are required to devote the whole of your time, to the best of your ability, to the business of BRRSOFTWARES and / or its associates / affiliates / subsidiaries as directed by us. It is an express condition of this appointment that you will not be interested or employed at any time, either directly or indirectly in any other business, so long as you are in our employment.

E. Notice Period

During your service, you are required to devote the whole of your time, to the best of your ability, to the business of BRRSOFTWARES and / or its associates / affiliates / subsidiaries as directed by us. It is an express condition of this appointment that you will not be interested or employed at any time, either directly or indirectly in any other business, so long as you are in our employment.

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We respect the individual's choice to change organisations. Towards this end, we assure you that we will endeavor to make your transition and separation a harmonious process. However, for the purpose of smooth business continuity, we expect you to follow the terms below:

1. During probation, the employment can be terminated by giving one (01) month notice by either party
2. After probation confirmation, termination of employment by either party shall be one (02) months' notice in writing. Such notice may not be offset by unused leave.
3. If probation is not confirmed, your employment with us will be discontinued with one (01) month notice period. Such notice may not be offset by unused leave.
4. No leaves will be allowed during the notice period and unavoidable leaves will be considered to be Leave without Pay.
5. You will not be eligible for the payment of performance bonus if the payment date falls during or after Notice Period.

F. Termination

The company may terminate your employment with / without notice period or payment in lieu thereof, on the following grounds:

- Breach of the terms and conditions mentioned in this agreement
- Based on poor performance and repeated negative feedback from client and advice
- Being found guilty of serious misconduct like misappropriation, dereliction of duty in discharging your duties and functions
- Malingering or persistent unpunctuality, neglect of duty or breach of any rules made by the company
- Absence without leave for a period of more than 5 days
- Involved in the harassment of co-workers / associates in the work premises
- Becoming the subject of a bankruptcy order
- Being convicted of any criminal offense
- Mental or physical incapacity to discharge your functions
- Committing any material act of dishonesty detrimental to the interests of the Company
- Winding up of the Company

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G. Veracity of Information Provided

You have been engaged on the presumption that the particulars furnished in your resume or testimonials handed over by you are correct. In case the said particulars are found to be incorrect or that you have concealed or withheld some other relevant facts, your appointment with BRRSOFTWARES shall stand terminated/ canceled without any notice.

H. Confidentiality of Company Information

You are expected not to divulge any information regarding salary, compensation, policies, confidential data, reports, technology, expertise, passwords, official communication, R&D activities or any business plans to anyone in any form of communication. The company reserves its right on any innovations / inventions / discoveries / products made / developed during your employment with the company and you shall not make any claims on the said innovations / discoveries, etc.

I. Safe Custody of Company Material

You shall use the company's resources only for official purpose and with utmost care. You will be responsible for the safekeeping of the Company property in good condition and order which are entrusted to your care and charge. The company reserves the right to deduct the cost of such articles from your dues, or take such actions as may be deemed proper, in the event of failure to account for such property, to our satisfaction.

J. Recovery

In the event of separation from services of the company (separation can also include termination on performance grounds), within 18 months of joining, the Company has the right to recover the mount if paid to you in the form of Notice Period Buy-out / Relocation Reimbursement / Joining Bonus or any other expenses incurred which are not part of the compensation structure.

K. Non-Disparagement

You agree that during your course of employment or after separation, you will not (nor will you cause or cooperate with others to) publicly criticise, ridicule, disparage or defame the Company or its products, services, policies, directors, officers, shareholders, or employees, with or through any written or oral statement or image (including, but not limited to, any statements made via websites, blogs, postings to the internet, or emails and whether or not they are made anonymously or through the use of a pseudonym). You agree to provide full cooperation and assistance in assisting the Company to investigate such statements if the Company reasonably believes that you are the source of the statements. The foregoing does not apply to statutorily privileged statements made to governmental or law enforcement agencies.

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L. Governing Law

If any dispute, difference or question shall arise between the Company, its successors or assigns and you (or your executors, administrators, assigns) related to this engagement, such disputes / differences shall be subject to the jurisdiction of the Courts of Hyderabad City only. The Company reserves the sole right to incorporate such other terms and conditions as it deems fit. The Company reserves the sole right to amend, revise or withdraw plans or programs referenced in this offer letter as it deems fit. Further your work in the company will be subject to the rules and regulations of the company as promulgated and modified from time to time in relation to conduct, discipline and other matters. company's rules and regulations with good spirit. BRRSOFTWARES is offering you this employment in good faith. You are expected and required to follow the company's rules and regulations with good spirit.

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