

Mr. Subba Reddy Karra,

1st August, 2024

APPOINTMENT LETTER

Dear Subba Reddy Karra,

With reference to your application and subsequent interview with us, we are pleased to appoint you as **Python Intern** in our organization on the following terms and conditions.

Date of Joining: Your Date of Joining is on **1st December, 2023**.

Your remuneration package will be consolidated pay of **Rs 9,000/-** per month.

Probation/Confirmation: You will be on a Probation period for duration of six months.

During the probation period your services can be terminated with seven days notice on either side and without any reasons whatsoever. If your services are found satisfactory during the probation period, you will be confirmed in the present position.

Absence for a continuous period of seven days without prior approval of your superior, (including overstay on leave / training) would result in loss of pay or losing your lien on the service and the same shall automatically come to an end without any notice or intimation.

Leave: You will be eligible to the benefits of the Company's Leave Policy on your confirmation in the Company's Service.

During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.

Notice Period: Kindly note that you are required to give a minimum 60 days notice if you wish to leave the service of the organization & this notice entitles you to all the benefits accrued (if any). For notice less than 60 days, the company reserves the right to forfeit your entire annual /monthly benefit & would also deduct salary equivalent to shortfall of notice period.

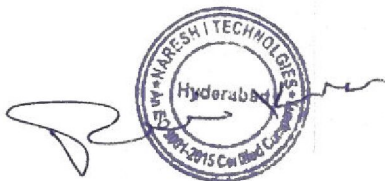
Before relieving from the company, the employee shall complete all his pending/incomplete/responsible works and hand over to the company. If any employee fails to do so or absconds without submitting the pending works or tools then the company shall fine the employee with the amount of loss the company is incurring because of any such pending or incomplete works. The employee shall be first given warning through email and if the employee doesn't respond then necessary legal action shall be taken. The organization shall not entertain any final settlement of employees absconding from the organization for whatever reason there may be.

1. You will not (except in the normal course of the Company's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Company's products or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the written permission from the Company.
2. You will be required to maintain utmost secrecy in respect of documents, commercial offer, design documents, Company's policies, Company's patterns & Trade Mark and Company's Human assets profile.
3. You are expected to comply with all such rules and regulations as the Company may frame from time to time.
4. Technical assets or classified information of the organization under your possession or knowledge during your tenure are to be kept confidential and not to be divulged or made public by you even thereafter.
5. If you are found as a non- performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without approval or any other misconduct considered by us as deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the company shall be entitled to recover the damages from you.
6. You will not accept any present, commission or any sort of gratification in cash or kind from any person, party or firm or Company having dealing with the company and if you are offered any, you should immediately report the same to the Management.
7. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.
8. You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge.

Please sign and return the duplicate copy of this letter confirming your acceptance. Look forward to a fruitful association and we wish you all the best!

With best wishes,

For Naresh i Technologies,



Employee:

Subba Reddy Karra
Python Intern