



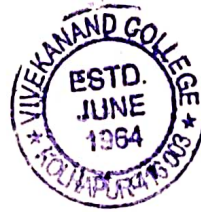
“Education for Knowledge, Science, and Culture”
- Shikshanmaharshi Dr. Bapuji Salunkhe

Shri Swami Vivekanand Shikshan Sanstha's
Vivekanand College, Kolhapur
(Autonomous)



Student Placement 2021-22

Sr.No.	Name of The Student	Year of Graduation	Present employment status (Employed/ Govt. employed/Self employed)
1	Gurav Ganapati Krushnat	2020-21	Bhumi abhilekh JMK Geosoft Solution Pvt. Ltd
2	Joshi Aarya Nitin	2020-21	GIS Expert PGD Geoinformatics Vivekanand College Kolhapur
3	Magadum Rajkanya Jalindar	2020-21	Gis Expert Pune
4	Bamane Sneha Sunil	2020-21	GIS Expert Pune
5	Dhanawade shruti Sandip	2020-21	GIS Expert Pune
6	Ekshinge Rohini Suresh	2020-21	GIS Expert Pune
7	Patil Arpita Babaso	2020-21	GIS Expert Pune
8	Khilare Rakesh mukund	2020-21	Fire Safety Department Kolhapur
9	Rajput Sumit Suratsingh	2020-21	Airport Technician Mumbai



H. P. Patil

Dr. H. P. Patil

HEAD
DEPARTMENT OF GEOGRAPHY
VIVEKANAND COLLEGE, KOLHAPUR
(AUTONOMOUS)

Date: - 09.03.2023

Ref. No: NS/Emp/GWD/QF09-03

AARYA NITIN JOSHI

M: +91-7447772076

Mr. AARYA NITIN JOSHI

Congratulations! We are pleased to offer you employment in our organization **Niyal Services**, situated at Dehradun as a Trainee GIS, on the following terms and conditions,

The term of your employment shall be valid from **13-Mar-23**. You shall report to work on at 10.00 a.m. for our client **Genesys International Corporation Ltd.**

You will, with effect from **14-Mar-23** be deputed by the Company to work at the client's office/ premises at any of their locations, either on-site or offshore.

The employment shall be terminable by either party giving **15 Days'** notice in writing or salary in lieu of notice, to the other party.

Your monthly Salary package will be **Rs. 18,000 (Eighteen thousand) in Hand.**

Your employment with Niyal services will be governed by your posting and requirement at **Genesys International**, through **Niyal Services** from the DOJ.

Your services are liable to be transferred or loaned or assigned with / without transfer, wholly or partially, from one department to another or to office/ branch and vice-versa or office/ branch to another office/ branch of an associate company, existing or to come into existence in future or any of the Company's branch office or locations anywhere in India or abroad or any other concern where this Company has any interest. In such case, you will abide by responsibilities expressly vested or implied or communicated and shall follow rules and regulations of the department / office, establishment, jointly or separately, without any compensation or extra remuneration or provision of accommodation. You, thereupon, may be governed by service conditions and other terms of the said concern as may be applicable.

To indicate your acceptance of this Offer Letter and employment with Niyal Services, please submit a signed copy of this Offer Letter.

Sincerely,

For Niyal Services

Acknowledged and agreed

AARYA NITIN JOSHI

NIYAL SERVICES

#5, Plot No-24, Sai Lok, GMS Road, Dehradun-248001

PH. NO: +91- 7900575757

E-Mail:- niyalservices@gmail.com

www.niyalservices.com

Date:



Kindly Submit below mentioned Document for the joining formalities

- a) Copy of your Letter of Offer duly accepted.
- b) Last Three Months' Salary Statement from your previous employer or Bank Statement of Three Months, if applicable.
- c) Clearance (Relieving letter or Letter of resignation acknowledged) & Service Certificate from all your previous employers, if applicable.
- d) Self-Attested Photo copies of all your educational qualification certificates and proof of age along with the originals for verification.
- e) Recent Passport Size Photographs -04 and two family Photograph for ESIC (if eligible).
- f) ID proof (Copy of Aadhar Card and Pan Card).



June 17, 2023

Mr. Sumit Suratsing Rajput
1105 Near Janabi Mandir, Nerle, Sangli,
Walwa, Maharashtra 415406

Dear **Sumit Suratsing Rajput**,

Sub: Appointment Letter dated 17th day of June 2023 ("Appointment Letter")

We, **InterGlobe Aviation Limited ("Company")**, are pleased to appoint you as **Officer - Security** in the role of **Security in Airport Operations & Customer Services** department of the Company, with effect from **June 20, 2023** or such other date notified in writing to you by the Company ("**Joining Date**") at **Pune** on the following terms and conditions:

1. **Compensation**

- (i) With effect from the Joining Date, your annual cost to the Company is set out in **Annexure A** to this Appointment Letter. The payments made to you under this Appointment Letter shall be subject to withholding of taxes as applicable under the laws of India. Further, you shall be liable to pay income tax and all other applicable taxes due and payable on all amounts received by you from the Company. You are required to share the details and copies of your valid Indian Permanent Account Number ("**PAN**") card issued by the Income-tax Department of the Government of India and Aadhar Card, with the Company for the purposes of your appointment and making payments to you in terms of this Appointment Letter.
- (ii) As per the provisions of the Income-tax Act, 1961, (as amended from time to time) ("**Income Tax Act**"), it shall be your obligation to furnish to the Company, a copy of your valid PAN card issued by the Income-tax Department of the Government of India, in order to enable the Company to release payments to be made to you hereunder, failing which the Company shall have the right to deduct withholding tax at the rates as applicable under the Income Tax Act.

2. **Leave Entitlement**

Your leave entitlement during your employment with the Company, shall be as per the applicable policies of the Company.

3. **Probation and Confirmation**

- (i) With effect from the Joining Date, you shall be on probation for a period of six (6) months with the Company, which may be extended for such further period as the Company deems fit. You shall continue to be on probation until such time that a letter of confirmation is issued to you by the Company.
- (ii) During the probation period, the Company shall have the right to terminate your employment immediately by serving you with a written notice, without assigning any reasons. In the event of such termination, the Company shall have no further liability towards you, save and except for any amount due and payable to you until such date of termination in accordance with this Appointment Letter.

RAKESH PRASAD

19.06.2023 16:56

InterGlobe Aviation Limited

Registered Office: Upper Ground Floor, Thapar House, Gate No. 2, Western Wing, 124 Janpath, New Delhi -

110 001, India. M +91 9650098905, F + 91 11 43513200 Email: corporate@goindigo.in

Corporate Office: Levell, Tower C, Global Business Park, M G Road, Gurgaon - 122 002, Haryana, India. T +91

124 435 2500. F + 91 124 406 8536 CIN no.: L62100DL2004PLC129768

goindigo.in

from  INTERGLOBE



Date: 17/10/2023

Ms. Rajkanya .J. Magdum

OFFER LETTER

Dear Ms. Rajkanya .J. Magdum ,

We are pleased to offer you employment as **Trainee Photogrammetrist** in our Company on the following terms and conditions:

DATE OF JOINING:

You are requested to join the company on 1st November,2023.

SALARY:

Your Gross Salary will be Rs. **24,000/-** (Rs. Twenty-Four Thousand Only) per month as per the following:

Particulars	Amount (Rs. per month)
Basic Salary	15,000
Home Rent Allowance	1,200
Conveyance Allowance	1,600
Medical Expenses	796
ESIC	604
Employer Share Provident Fund	1,800
Performance Incentive II	3,000
Total	24,000

Sincerely,

For **Geo Resource Mapping Pvt. Ltd.**

Mr. Yogesh Pantsachiv

Director

EARTH NOW PRIVATE LIMITED

2507 Corona B Wing, Dosti Imperia, Opp. R MALL,

Manpada, G.B. Road, THANE-400607, Maharashtra, INDIA

CIN: U72900MH2022PTC381567 www.earthnow.tech email: info@earthnow.tech



OFFER LETTER FOR PAID INTERN

Dear Ms. Sneha Bamne,

On behalf of EARTH NOW PVT. LTD. (the "Company"), I am pleased to extend to you this offer of temporary employment as an Intern, reporting to Mr. B.N. Rao. If you accept this offer, you will begin your internship with the Company effective 7th June 2023 and will be expected to work six (6) days per week on the specific assignments and tasks allocated to you.

You will be paid Indian Rupees Twenty One Thousand (INR 21,000 /-) per month, less all applicable taxes and withholdings, payable.

As an intern you will be receive "temporary employment" status. As a temporary employee, you will not receive any of the employee benefits that regular Company employees receive, including, but not limited to, health insurance, vacation or sick pay, paid holidays, or participation in the Company's employee benefit plan. The Company will convey any conveyance reimbursement separately, as applicable. One day's leave per month is allowed prior to advance notice and approval.

Your internship is expected to end on 31st August 2023. However, your internship with the Company is "at-will," which means that either you or the Company may terminate your internship at any time, with or without cause and with or without notice. Post completion of the internship, the Company will review the performance and may offer a permanent employment opportunity as per the terms and conditions of the Company.

During your employment, you may have access to trade secrets and confidential business information belonging to the Company. By accepting this offer of employment, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your

EARTH NOW PRIVATE LIMITED

2507 Corona B Wing, Dosti Imperia, Opp. R MALL,
Manpada, G.B. Road, THANE-400607, Maharashtra, INDIA

CIN: U72900MH2022PTC381567 www.earthnow.tech email: info@earthnow.tech



employment, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

I hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below along with the set of documents pertaining to KYC and education certificates.

Very truly yours,

Manoj Samudra

Director

Earth Now Pvt. Ltd.



I accept employment with the Company on the terms and conditions set out in this letter.

Ms. Sneha Bamne

A handwritten signature in blue ink, which appears to read "Sneha Bamne", is written in a cursive style.

Signature

Date: 09/06/2023

Note: Documents to be submitted

1. HSC and Graduation certificate (final or last marksheet, if certificate yet to be issued). Self-attested
2. Aadhar card of self and father,
3. Permanent Residence proof
4. PAN card, if available,
5. Passport size photos (2)
6. Copy of CV,
7. Bank account details – Bank, Branch, Account number, IFSC Code
8. Proof of current address in Thane (lease or rental agreement).

EMPLOYEE CONTRACT

(This “EMPLOYEE CONTRACT”) executed on dated this 10th day of April 2023 at Pune

This contract lays down the terms of employment, agreed upon by the employer organization i.e., **Metamind Systems Private Limited** Address - *Riverside Business Bay, 4th Floor, 84, Wellesley Road, Sangamwadi, Near RTO Office, Behind Technofour, Pune – 411001, Maharashtra, India* herein after referred as “employer organization” and employee (details of employee). Whether stated explicitly in the contract or not, both the employee and the employer have the duty of mutual confidence and trust, and to make only lawful and reasonable demands on each other.

BY AND BETWEEN

Metamind Systems Private Limited A private limited company incorporated under the Companies Act, 1956, having its registered office at Riverside Business Bay, 4th Floor, 84, Wellesley Road, Sangamwadi, Near RTO Office, Behind Technofour, Pune – 411001, Maharashtra, India (hereinafter referred to as the “Organization” or “Employer”, which expression shall, unless repugnant to the meaning or context hereof, be deemed to include all permitted successors and assigns),

Party of first part

AND

Ganpati Krushnat Gurav son of **Krushant Gunda Gurav** aged 22 years and residing at At Harpawade, Post - Panture, Tal – Panhala, Dist – Kolhapur, Maharashtra, India (hereinafter referred to as the "Employee", which expression shall, unless repugnant to the meaning or context hereof, be deemed to include all permitted successors and assigns).

Party of second part

WHEREAS, the parties hereto desire to enter into this Employee Contract to define and set forth the terms and conditions of the employment of the Employee by the Organization;

NOW, THEREFORE, in consideration of the mutual covenants and contracts set forth below, it is hereby covenanted and agreed by the Organization and the Employee as follows:

1. **Interpretation**

In this contract the following terms shall have the following meanings:

a) **“Confidential Information”**

any trade secret or other information which is confidential or commercially sensitive and which is not in the public domain (other than through the wrongful disclosure by the Employee) and which belongs to any Group Organization (whether stored or recorded in documentary or electronic form) and which (without limitation) relates to the business methods, management systems, marketing plans, strategic plans, finances, new or maturing business opportunities, marketing activities, processes, inventions, designs, IT (Information Technology) secured compute data, or similar of any Group Organization, or to which any Group Organization owes a duty of confidentiality to any third party and including in particular [insert specific named

items of Confidential Information];

- b) **“The Employment”** the employment of the Employee by the Organization in accordance with the terms and conditions of this contract;
- c) **“Group Organization”** the Organization, of which it is a Subsidiary (being a holding Organization of the Organization) and any Subsidiaries of the Organization or any holding Organization, from time to time;
- d) **“Subsidiary”** a company as defined in section 1159 of the Companies Act 2006;
- e) **“Termination Date”** the date on which the Employment ceases.

2. **Position**

- a. Upon execution of this Contract, the employee would be posted as ‘District Coordinator’ for the Company.
- b. During the term period of this Contract, the Organization may change the employee's above mentioned post (or position) or location based on the Organization production, operation or working requirements or according to the employee's working capacities and performance, including but not limited to adjustments made to the employee's job description or work place, promotion, work transfer at the same level, and demotion, etc., or adjustments made to the employee's responsibilities without any change to employee's post (or position).

3. **Term and Probation Period**

- a. It is understood and agreed that the first 30 (Thirty) days of employment shall constitute a probationary period (**“Probationary Period”**) during which period the Organization may, in its absolute discretion, terminate the

Employee's employment, without assigning any reasons and without notice or cause.

- b. After the end of the Probationary Period, the Employer may decide to confirm the Employment of the Employee, in its sole discretion.
- c. After the end of the Probationary Period, this Contract may be terminated in accordance with Clause 12 of this Contract.

4. **Performance of Duties**

- a. The Employee agrees that during the Employment Period, he / she shall devote his / her full business time to the business affairs of the Company and shall perform the duties assigned to him / her faithfully and efficiently, and shall endeavor, to the best of his / her abilities to achieve the goals and adhere to the parameters set by the Company.
- b. The Employee shall be responsible for: software development, project management, project reporting and any other given tasks.

5. **Compensation**

Subject to the following provisions of this Contract, during the Employment Period, the Employee shall be compensated for his services as follows:

- a. The Employee shall receive an annual salary, payable in monthly or more frequent installments, as per the convenience of the Employer, an amount of Rs 1,80,000 (One Lakh Eighty Thousand only) per annum, subject to such increases from time to time, as determined by the Employer. Such payments shall be subject to such normal statutory deductions by the Employer.
- b. During the term of this Contract, the Employee's salary shall be paid by means of bank transfer, cheque, or any other method convenient to the Employer, and consented to by the Employee.

c. The Salary processing units for Metamind Systems Pvt. Ltd. May be any one of the following:

- 1) Metamind Systems Pvt. Ltd.
- 2) Edify Infosol Pvt. Ltd.

The salary will be deposited in employee account from any of these accounts.

d. All reasonable expenses arising out of employment shall be reimbursed assuming that the same have been authorized prior to being incurred and with the provision of appropriate receipts.

6. Obligations of the Employee

a. Upon execution of contract, the Employee shall not engage in any sort of theft, fraud, misrepresentation or any other illegal act neither in the employment space nor outside the premise of employment. If he / she shall do so, the Company shall not be liable for such an act done at his own risk.

b. The Employee further promises to never engage in any theft of the Employer's property or attempt to defraud the Employer in any manner.

c. The Employee shall always ensure that his / her conduct is in accordance with all the rules, regulations and policies of the Company as notified from time to time.

d. The Employee shall not take up part-time or full-time employment or consultation with any other party or be involved in any other business during the term of his/her employment with the Company.

e. The Employee shall always ensure that his/her conduct is in accordance with all the rules, regulations and policies of the Company as notified from time to time, including but not limited to Leave Policy and Sexual Harassment Policy.

f. The Employer hereby prohibits the Employee from engaging in any sexual harassment and the Employee promises to refrain from any form of sexual harassment during the course of employment in and around the premise of employment. If the Employee violates this term in the contract, he shall be fully responsible for his/her actions and the Employer shall not be held responsible for any illegal acts committed at the discretion of the Employee.

7. **Leave Policy**

a. The Employee is entitled to 13 (Twenty One) days of paid casual leaves in a year and 8 (Eight) days of sick leave. In addition, the Employee will be entitled to 10 (Ten) public holidays mentioned under the Leave Policy of the Employer.

b. The Employee may not carry forward or en-cash any holiday to the next holiday year.

c. In the event that the Employee is absent from work due to sickness or injury, he/she will follow the Leave Policy and inform the designated person as soon as possible and will provide regular updates as to his/her recovery and as far as practicable will inform the designated person of the Employer of his/her expected date of return to work.

d. If the Employee is absent from work due to sickness or injury for more than three consecutive days, he / she must submit to the Employer a self-certification form. If such absence lasts for more than seven consecutive days the Employee must obtain a medical certificate from his / her doctor and submit it to the employer.

e. For any period of absence due to sickness or injury the Employee will be paid statutory sick pay only, provided that he satisfies the relevant requirements. The Employee's qualifying days for statutory sick pay purposes are Monday to Friday.

8. **Assignment**

- a. The Employee acknowledges that any work including without limitation inventions, designs, ideas, concepts, drawings, working notes, artistic works that the Employee may individually or jointly conceive or develop during the term of Employment are “works made for hire” and to the fullest extent permitted by law, Employee shall assign, and does hereby assign, to the Employer all of Employee's right, title and interest in and to all Intellectual Property improved, developed, discovered or written in such works.

- b. Employee shall, upon request of the Employer, execute, acknowledge, deliver and file any and all documents necessary or useful to vest in the Employer all of Employee's right, title and interest in and to all such matters.

9. **Competing Businesses**

During the Term of this Contract and for a period of one (1) year after the termination of this Contract, the Employee agrees not to engage in any employment, consulting, or other activity that competes directly with the business, proposed business or business interests of the Employer, without the Employer’s prior written consent.

10. **Confidentiality**

- a. The Employee acknowledges that, in the course of performing and fulfilling his duties hereunder, he may have access to and be entrusted with confidential information concerning the present and contemplated financial status and activities of the Employer, the disclosure of any of which confidential information to the competitors of the Employer would be highly detrimental to the interests of the Employer.

- b. The Employee further acknowledges and agrees that the right to maintain the confidentiality of trade secrets, source code, website information, business plans or client information or other confidential or proprietary

information, for the purpose of enabling the other party such information constitutes a proprietary right which the Employer is entitled to protect.

c. Accordingly, the Employee covenants and agrees with the Employer that he will not, under any circumstance during the continuance of this contract, disclose any such confidential information to any person, firm or corporation, nor shall he use the same, except as required in the normal course of his engagement hereunder, and even after the termination of employment, he shall not disclose or make use of the same or cause any of confidential information to be disclosed in any manner.

d. The Employer owns any intellectual property created by the Employee during the course of the employment, or in relation to a certain field, and he shall thereon have all the necessary rights to retain it. After termination of employment, Employee shall not impose any rights on the intellectual property created. Any source code, software or other intellectual property developed, including but not limited to website design or functionality that was created by the employee, during the course of employment under this Contract, shall belong to the Employer.

11. **Remedies**

If at any time the Employee violates to a material extent any of the covenants or contracts set forth in paragraphs 6 and 9, the Company shall have the right to terminate all of its obligations to make further payments under this Contract. The Employee acknowledges that the Company would be irreparably injured by a violation of paragraph 6 or 9 and agrees that the Company shall be entitled to an injunction restraining the Employee from any actual or threatened breach of paragraph 6 or 9 or to any other appropriate equitable remedy without any bond or other security being required.

12. **Amendment and Termination**

a. In case the Employer terminates the employment without just cause, in which case the Employer shall provide the Employee with advance notice of termination or compensation in lieu of notice equal to 1 (One) month(s).

- b. The Employee may terminate his employment at any time by providing the Employer with at least 2 (Two) month(s) advance notice of his intention to resign.
- c. The Employee may terminate on the last day of the month in which the date of the Employee's death occurs; or the date on which the Company gives notice to the Employee if such termination is for Cause or Disability.
- d. For purposes of this Contract, "Cause" means the Employee's gross misconduct resulting in material damage to the Company, willful insubordination or disobedience, theft, fraud or dishonesty, willful damage or loss of Employer's property, bribery and habitual lateness or absence, or any other willful and material breach of this Contract.

13. **Restrictive Covenant**

Following the termination of employment of the Employee by the Employer, with or without cause, or the voluntary withdrawal by the Employee from the Employer, the Employee shall, for a period of three years following the said termination or voluntary withdrawal, refrain from either directly or indirectly soliciting or attempting to solicit the business of any client or customer of the Employer for his own benefit or that of any third person or organization, and shall refrain from either directly or indirectly attempting to obtain the withdrawal from the employment by the Employer of any other Employee of the Employer having regard to the same geographic and temporal restrictions. The Employee shall not directly or indirectly divulge any financial information relating to the Employer or any of its affiliates or clients to any person whatsoever.

14. **Notices**

- a. Any notice required to be given hereunder shall be deemed to have been properly given if delivered personally or sent by pre-paid registered mail as follows:

- To the Employee: Aakash Kishor Gaikwad
- To the Employer: Metamind Systems Private Limited

b. And if sent by registered mail shall be deemed to have been received on the 4th business day of uninterrupted postal service following the date of mailing. Either party may change its address for notice at any time, by giving notice in writing to the other party pursuant to the provisions of this contract.

15. **Non-Assignment**

The interests of the Employee under this contract are not subject to the claims of his creditors and may not be voluntarily or involuntarily assigned, alienated or encumbered.

16. **Successors**

This contract shall be assigned by the Employer to any successor employer and be binding upon the successor employer. The Employer shall ensure that the successor employer shall continue the provisions of this contract as if it were the original party of the first part.

17. **Indemnification**

The Employee or employer shall indemnify each other against any and all expenses, including amounts paid upon judgments, counsel fees, environmental penalties and fines, and amounts paid in settlement (before or after suit is commenced), incurred by the employer in connection with his / her defense or settlement of any claim, action, suit or proceeding in which he / she is made a party or which may be asserted against his / her by reason of his / her employment or the performance of duties in this contract. Such indemnification shall be in addition to any other rights to which those indemnified may be entitled under any law, by-law, contract, or otherwise.

18. Modification

Any modification of this contract or additional obligation assumed by either party in connection with this contract shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

19. Severability

Each paragraph of this contract shall be and remain separate from and independent of and severable from all and any other paragraphs herein except where otherwise indicated by the context of the contract. The decision or declaration that one or more of the paragraphs are null and void shall have no effect on the remaining paragraphs of this contract.

20. Paragraph headings

The titles to the paragraphs of this contract are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this contract.

21. Applicable Law and Jurisdiction

This contract shall be governed by and construed in accordance with the laws of India. Each party hereby irrevocably submits to the exclusive jurisdiction of the courts of Pune, Maharashtra, India for the adjudication of any dispute hereunder or in connection herewith.

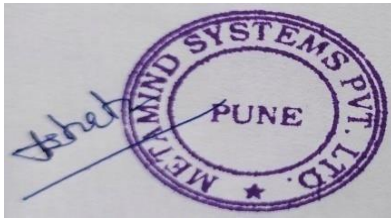
22. Counterparts

The contract may be executed in two or more counterparts, any one of which shall be deemed the original without reference to the others.

IN WITNESS WHEREOF, the Employee has hereunto set his hand, and the Organization has caused these presents to be executed in its name and on its behalf, all as of the day and year first above written.

(Employer) For

Metamind Systems Pvt. Ltd.



Name: Amol Shah

Designation: AVP-HR

Employee

(Ganpati Krushnat Gurav)

DECLARATION BY CANDIDATE / EMPLOYEE

I have carefully read the terms and conditions of this **EMPLOYEE CONTRACT**, I have understood, verified and without any fear or favor, influence, temptations, with free mind voluntarily accepted it entirely to the best of my knowledge and signed on 10 April 2023 at Pune.

Pune

Employee

(Ganpati Krushnat Gurav)

Date: 10/04/2023

Annexure A

CTC Breakup: Ganpati Krushnat Gurav

Designation: District Coordinator

Particulars	Gross payables per month	Gross payables per year
Basic Salary	₹ 15,000	₹ 1,80,000
Gross Salary	₹ 15,000	₹ 1,80,000

All payments are subject to deduction to appropriate taxes and contributions like TDS, PF, ESI as and when applicable as per legal rules and norms.

Employees are requested to submit adequate bills and proofs as per government norms if they want to reduce their tax liability.

For Metamind Systems Private Limited

Mr. Amol Shah
(AVP-HR)

Date: 17th Oct 2023

To: Ms. Shruti Sandip Dhanawade,
Hatkanangle, Kolhapur - 416109.

Dear Shruti,

This has reference to your application and subsequent discussions you had with us, we are pleased to offer you the position of **GIS Data Digitizer** in the organization at client's location **Raigad Region Division of Land Record Office (It would be any district/taluka within the geographical region of Raigad Division)** on the following terms and conditions.

1. Date of commencement

Your date of commencement of contractual employment in our Company shall be date of your joining which will be informed by respective department. Probably joining date will be within a week.

2. Employment Type

Your appointment as **GIS Data Digitizer** will be on purely Contract basis which commence from the date of your joining and will expire on within one year or until the termination (by the client or JMK) of the project for which you are being employed, **JMK reserve the right to terminated/discontinue your services immediately without any notice** and subject to the requirement of the Client or Project. You will need to serve 1-month notice period before leaving/resigning from your services & this notice entitles you to all the benefits accrued (If any). for notice less than 1-months the company reserves the right to forfeit your entire annual/monthly benefits & would also deduct salary equivalent to shortfall of notice period.

3. Services

You will be responsible to discharge all the services as were assigned in the Annexure-A. Your initial posting will be at our client's location **Raigad Region Division of Land Record Office (It would be any district/taluka within the geographical region of Raigad Division)** however you may be transferred to any location as per the requirement of department and management's decision.

4. Remuneration/Salary

You will be paid remuneration as below.

- Your CTC will be **Rs. 23,000/-** per month which includes Basic Salary, DA, PF, ESIC and TDS & Professional Tax will be deducted as per law as applicable.
- Your take home salary will be **Rs. 20,500/-** (Details are mentioned in Annexure-B)

5. Hours of Work

- Your working days and shift timings will be indicated to you as per current operations of the client site. This would be equivalent to six working days per week. It will be necessary to work any time including in shifts, at the sole discretion of the department and if it so requires on all the days including Saturdays, Sundays and Holidays.
- Your attendance must be Filled in attached format which is verify by the Client in a every month to get salary.
- You will get Government Holidays and at max you can take 1-day leave as PL (Paid Leave) with prior approval, except this any additional leave will be LWP (Leave without Pay).

6. Engagement in other business

You acknowledge that the Company wishes you to devote your whole time and attention to the service of the Company during the term of your employment with it. For this reason, during the term of your employment, you must not (without the Company's prior written consent) directly or indirectly own, manage, control, participate in, consult with, render services to or engage in the business of any other business entity or other organization (whether as an employee, officer, director, agent, partner, consultant or otherwise).

<http://www.jmkinfosoft.com>

T-10/2, STPI Area, Chikalthana MIDC, Aurangabad - 431210, Maharashtra

0240 - 2100590,  contact@jmkinfosoft.com



7. Confidentiality

You agree that the terms and conditions applying to your employment are strictly confidential. Any disclosure of these terms and conditions to third parties (including other employees of the Company or any other entity within the Group Companies) constitutes a breach of your employment.

You also acknowledge that the information you acquire about the Company and any of the Group Companies in the course of your employment by the Company is highly confidential. You agree during the term of your employment here under and thereafter not to use such information for any purpose other than for the sole benefit of the Group Companies (including the Company) and you agree not to disclose any such information to any third party without the prior consent of the Company.

Further you are required to sign an agreement with the Company on "Confidential Information and Intellectual Property Rights".

8. Security

You agree that you will adhere to security practices as per the security policy of the Client & organization applying to your employment

- You will refrain from carrying any Media/storage devices like floppies/C.D's/USB Drive/Cameras inside the premises
- You are authorized to use email Id provided to you by the organization only for internal communication and /or for communication with clients and/or customers we are dealing with on regular basis.

Any disclosure of information to third parties (including other employees of the Company or any other entity within the Group Companies) constitutes a breach of your employment.

In addition to the above T&C, JMK Infosoftware Solutions Ltd. reserved all rights to make any modification, deletion, addition or termination in this regard of your employment.

9. Jurisdiction Clause

Disputes arising out of this letter shall be referred to the senior executive of JMK Infosoftware solutions Ltd. For an amicable solution. If the dispute is not resolved within period of Sixty (60) days, shall be subject to the jurisdiction of the courts of Aurangabad, Maharashtra, India.

10. Complete Documentation

Company is not liable to provide relieving letter after 2 months of being released. The employee has to ensure he/she collects the letter within stipulated time period.

We wish you the best of luck and invite you to our exciting team of the employees in the organization.

For JMK Infosoftware Solutions Ltd.

Authorized Signatory

Operations Head

I hereby voluntarily accept the above offer of employment along with the total terms and conditions of Service Agreement Enclosed.

Date: _____

(Accepted all above T&C)

Name: _____

Signature: _____

Kindly Sign & return the scanned copy of this offer letter as the acknowledgement of your acceptance of the above.



Annexure-A

Job Responsibilities:

- To visit Drone surveyed villages as per the schedule given by Department
- To digitize land parcels, boundaries, built-up or any other data with reference to the Ortho-rectified image from drone survey and create draft maps as required by the department under supervision of department official.
- Data entry for Namuna 8 & other formats in department prescribed format as per the protocol under the supervision of the department official.
- Data entry and updation of data in the MSIS application
- After completion of work at one Taluka office, the resource will be deployed at other Taluka Office within the District/Division.
- The selected data operators will have to travel to different villages as per the allotted work. The travelling expenses which includes only bus fare will be borne by the department.
- Any relevant task assigned by the staff

Annexure-B

Remuneration/Salary

Particulars	Monthly	Annual
Basic	9,200	1,10,400
DA/HRA	4,140	49,680
Conveyance	1,380	16,560
Special Allowance	8,280	99,360
CTC Amount (A)	23,000	2,76,000
PF (Employer Cont.)	1196	14,352
PF (Employee Cont.)	1104	13,248
PT	200	2,500
Total Deductions (B)	2,500	30,100
Net Sal. Payable (A-B)	20,500	2,46,000