


Mr.NageshChavan-TraineeClerk-KAIJSBankLtd.

**ANNA AWADE ICHALKARANJI  
SAHAKARI BANK LTD.**  
(Scheduled Bank)  
OFFICE :  
"K Bhavan", Main Road,  
ICHALKARANJI - 416 115.  
Kolhapur. (M.S.)

  
सुवर्ण महोत्सवी बँक

कल्लाप्पाणा आवाडे इचलकरंजी  
जनता सहकारी बँक लि.  
(मल्टी-स्टेट शेड्युलड बँक)  
● मुख्य कार्यालय :  
'जनता बँक भवन', मेन रोड,  
इचलकरंजी - ४१६ ११५.  
जिल्हा - कोल्हापूर (महाराष्ट्र)

Ref. No. 1/62/ADM/634/2023.24 Date: 31.08.2023

**To,**  
**Mr. Nagesh Ashok Chavan.**  
Kabnur, Tal : Hatkanagale,  
Dist: Kolhapur - 415116.

**APPOINTMENT ORDER**


With reference to your application, we are pleased to inform you that you have been selected as "**Trainee Clerk**" Purely on **Contract Basis** on the following terms and conditions:-

- You will be on contract for **One Year** from the date of your joining of the bank. You will have to execute a suitable bond undertaking that you will not leave the service for at least One Year.
- You have to tender cash security deposit for Rs. **20,000/-** and bring a General Stamp Paper of Rs. **500/-** in your name for executing the bond.
- You are liable to be posted /transferred in any other Branch/Department at any place where the bank has/may have its Branch/office according to exigencies/requirement of the Bank from time to time.
- During the Contract period, you will get fixed consolidated emoluments of **Rs. 10,000/-** (Plus Applicable Allowance if any) per month.
- During the contract period, you will not be entitled to receive any benefit i.e. Bonus, Gratuity; etc.
- You will not be entitled for other benefits applicable to permanent **Clerks** of the Bank.
- During Contract period, you will get one Casual Leave per month. No Earned or Sick Leave will be allowed.

429300, 2433505  
Ph: 1800 233 6800

● Web Site : www.ijsbank.com  
● E-mail - kajjsbho@ijsbank.com

Fax : (0230) 2430434,  
2432926, 2421622



PPANNA AWADE ICHALKARANJI  
SAHAKARI BANK LTD.  
(State Scheduled Bank)

HEAD OFFICE :  
"Bank Bhavan", Main Road,  
ICHALKARANJI - 416 115.  
Kolhapur. (M.S.)



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- Whenever you will be traveling on-duty, you will get T.A. /D.A. as per the rules applicable to **clerks** of our bank.
- Be it clearly understood & agreed that as a trainee, you will not have any lien or right on the regular job, either during the initial or extended period of service.
- You will be confirmed in service after completion of contract period only if, in the opinion of the competent authority, your work performance and conduct during the period is found satisfactory. Otherwise the period of contract may extend for further period.
- During the contract period or extended period of service, if any the competent authority, if is of the opinion that you are not fit for confirmation, your service would be liable to be terminated by giving one months notice.
- The contract period is also liable to be extended to the extent of Leave without pay/any type of leave other than casual leave during the period.
- The Bank is at liberty to terminate your services without assigning any reason by giving one month's notice.
- You will have to submit experience Letter & relieving letter from your present employer before joining the bank.
- You shall not resign from the services of the bank otherwise than on expiry of Two month period from the service of a notice in writing to the Chairman / C.E.O of such resignation.
- You will be working under the superintendence of the Dep. Head Manager/ Asst. Manager/ Br. Manager of the concerned department/branch of the bank.
- While in our employment you shall not accept employment elsewhere either for remuneration or otherwise nor you shall directly or indirectly engage yourself in any trade, business or occupation.
- You shall devote your full time & energy in discharging your duties as our employee.

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Free No.: 1800 233 6800

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- This appointment order is sent in duplicate. Please send one copy of the said order, signed by you, as a token of acceptance having agreed and accepted the said terms and conditions of the appointment order.

Kindly indicate your date of joining of the services.

We wish you all the best.



**Chief Executive Officer**

C. C. to: HRD Dep. H.O.

**ACKNOWLEDGEMENT**

Date:

To,  
The CEO,  
Kallappanna Awade Ichalkaranji Janata Sah. Bank Ltd.,  
Janata Bank Bhavan, Main Road, Ichalkaranji.

Sir,  
I acknowledge with thanks your Appointment Order letter Ref.No.1/62/ADM/634/2023.24 Dt.31/08/2023 for the post of "Trainee Clerk".

I agree and accept the terms and conditions stipulated in your order and shall join your organization on / /2023.

Thanking you,

Yours faithfully

.....

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**HCM/OL-331/2024-25**Date: **29/May/2024**

**Akanksha Sunil Jadhav**  
**112,ShahapurRaod,Hatkanangale**  
**Kolhapur,,Maharashtra-416115**

**Subject:Offerletter****Dear Akanksha,**

With reference to your application and subsequent interview you had with us, we are pleased to offer you a position of **Officer** in the **Sales & Collections** Department at **Ichalkaranji** location in our organization. Your role is **Branch Operations Officer** and your Annual Gross Salary will be **Rs.2,29,924/-** per annum.

We expect you to join us on or before **3<sup>rd</sup>Jun 2024**, but not later than that. Please confirm your acceptance on the offer within **30<sup>th</sup>May 2024**, beyond which the offer will stand withdrawn unless a new date is agreed mutually. On the date of your joining, you must bring all the original and photocopies of the following:

- Proof of age
- Address proof
- All Educational Certificates
- Appointment Letter of the previous employer and salary revision letter, if any
- Experience letter
- Relieving letter
- Last three months' payslip from the previous employer
- Form 16 (TDS certificate), if any
- Passport size photographs (3 nos - with white background)

**Note**


Please note that your appointment will be subject to the verification of references.  
We welcome you to Kinara. Please confirm your acceptance on the link shared and upload your documents through HRMS.  
All confirmed employees as on 28th Feb shall be eligible for the Annual PMSC cycle.

For Kinara Capital Private Limited,



Tavamani Gracy J. Deputy  
CHRO



Annexure I Salary Structure		
Name of the Employee	Akanksha	
Designation	Officer	
Role	Branch Operations Officer	
Level	FO18	
Grade	2	
Location	Ichalkaranji	
Department	Sales & Collections	
Date of Joining	03-June-2024	
Compensation Break up	All Figures in Rupees (Month)	All Figures in Rupees (Annual)
Basic+D.A	13,930	1,67,160
HRA	697	8,364
Others	3,373	40,476
Annual Statutory Bonus	-	13,924
<b>Fixed Gross Salary (A)</b>	<b>18,000</b>	<b>2,29,924</b>
<b>Variable Pay (B) upto 20% of Gross</b>	<b>3,600</b>	<b>43,200</b>
<b>Employee Benefits</b>		
Employer's PF Contribution (Capped max at 12% of 15000 from the Basic)	1,800	21,600
Employer's ESIC Contribution @ 3.25% on Gross Salary	585	7,020
Gratuity	670	8,040
Mobile Reimbursement (fixed at 350)	350	4,200
Group Mediclaim Coverage (GMC)	0	0
Group Personal Accidental Insurance (GPA)	14	168
Group Term Life Insurance	164	1,968
<b>Total Employee Benefits (C)</b>	<b>3,583</b>	<b>42,996</b>
<b>Total Cost to Company (A+B+C)</b>	<b>25,183</b>	<b>3,16,120</b>
<b>Annexure II</b>		
a) Fixed Gross Salary Component (A) is a sum of all the fixed components.		
b) <b>Variable Component (B)</b> is an additional 20% of the monthly fixed gross, which will be paid based on your performance as well as overall Company's performance for the year and as approved by the Board of Directors of the Company. The payout will happen as per policy on a Monthly / Quarterly / Half yearly / Yearly Basis.		
c) <b>Retirement Benefit Component (C)</b> is total sum of monetary value contributed by the employer for the employee, payable to the employee post exit. Gratuity is applicable as per Gratuity Act on completion of 5 (five) years of continuous service.		
d) Other Benefits Component (D), is the total non-monetary value contributed by the employer for the employee's welfare & safety.		
e) If applicable, Company will pay Mediclaim for the employee and their immediate family (Spouse and Children) for sum insured (Rs. 4 Lakhs).		
f) Accidental and life Insurance is provided upto Rs. 15 Lakhs based on the level / designation and as per the company policy.		
g) Total Cost to Company (A+B+C+D) is the total cost incurred by the employer.		
h) Company provides INR 350/- per month against Mobile Reimbursement for official calls and data usage.		
i) Statutory Bonus as per the applicable norms.		
j) If applicable, TDS is subjected to investment declaration and as per policy.		
k) Reimbursement of Conveyance for official duties will be as per Company Policy.		
<b>Yours Sincerely,</b>		
		
<b>Tavamani Gracy J.</b> Deputy CHRO		_____ Employee Signature





**Mr. Prajwal Rajgonda Patil**  
**S/o. Rajgonda Patil**  
JainMandirJaval,Haroli,Kolhapur  
Kolhapur  
Maharashtra-416102

**28-Jun-24**

### Letter of Appointment

Employee Code - 111217

Dear Prajwal Rajgonda Patil,

We are pleased to inform you that you have been appointed as **Executive - Client Servicing** effective from **24-Jun-24**.

Your employment with IndiaMART InterMesh Limited ("Company") will be governed by Company's policies, as modified, from time to time and at Company's sole discretion, upon notice to you. The terms and conditions contained herein ("Terms of Employment") must be read as a part of all the Company's current policies.

#### **1. Compensation**

The compensation shall be **INR 33334/- p.m.** which includes agreed monetary values of perquisites. The details and break-up of salary in terms of compensation and benefits will be as per **Annexure A** to this letter. Income tax where applicable will be deducted at source from your monthly compensation as per the government rules and regulations.

You are required to provide a statement of income till date for this financial year, as well as proof of tax saving for the current financial year. Please note that the company will not be liable for any misrepresentation in your declaration of your income prior to joining the company.

#### **2. Background Check**

You acknowledge and agree that the Company has offered you employment based on the specific information and records furnished by you or on your behalf. You will provide or arrange to have provided any information and/or grant any consent or permission required by the Company and/or its agents from time to time to verify any such information and/or records and/or perform any background and/or reference checks.

If, at any time, the Company believes, in its sole discretion, that there is a discrepancy or inaccuracy in or with respect to any information furnished by you or on your behalf, including any information, documents, or certificates provided as proof of your qualifications and experience, or if you fail to cooperate with the Company and/or its agents in conducting such verification and/or background and/or reference checks, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

#### **3. Leave Policy**

You will be entitled to Festivals & National Holidays and leaves as per the policy of the company. For the purposes of leave, the Calendar year is followed. Detailed leaves are visible on the Company's Intranet.

All leaves should be applied in advance and should be approved by the manager. The company reserves the right to grant the leave applied, depending on the exigency of work.



Maternity leaves will be applicable as per Annexure B.

#### 4. Salary and Benefits

Your compensation will be reviewed on an annual basis via annual appraisals unless otherwise decided as per the policy of the company and your salary may be adjusted, depending upon various factors, including your performance during the preceding performance period.

Unless otherwise provided by Company, your salary shall be paid in monthly / weekly instalments and in arrears. The total amount issued will be your salary less any statutory, standard, permissible, or elected deductions or set-offs applicable to your employment.

In addition to your salary, you may receive other benefits, as applicable under the Company's benefits or similar policies. Company may, upon notice to you, at any time and in its sole discretion amend, suspend, vary, and modify any of the terms and conditions of these benefits and/or policies. The compensation and/or benefits offered to you by the Company may be pro-rated depending on your effective start or effective termination date.

You will strictly maintain confidentiality of your salary details during your employment or thereafter. Any salary information sharing will be considered as violation of the company's values.

The quarterly PLI will be paid only to employees where the score is finalized for the quarter completed.

#### 5. Statutory and other benefits

Company will provide you coverage under Accidental life insurance policy from day one. At the start of the first full calendar month after the expiration of thirty (30) days from your effective start date, you will be enrolled in Medclaim policy.

Under applicable laws, you may be able to participate in schemes sponsored by the Government of India and any relevant state governments. On being covered under any of these schemes, Company may, at any time and in its sole discretion, deduct from your salary, upon notice to you, a portion of any contributions payable by you under the schemes.

#### 6. Duties

The roles, responsibilities, and duties appropriate to your employment will be specified by the Company from time to time. Company may at any time, in its sole discretion, upon notice to you, alter or otherwise modify these roles, responsibilities, and duties. Further, at any time, you may be required to provide services, directly or indirectly, to Company and/or its Subsidiaries.

This job requires you to work from the office on all working days as per your working location.

#### 7. Ownership of work

The ownership of any rights arising out of or in relation to the employment during the said period of employment in any work shall be vested in the company. In case, any document is required to be executed for conferring such rights in favor of the company shall be executed by you as and when required.

#### 8. Hours of Work

A working week shall comprise a maximum of 48 hours of working in a week.

#### 9. Placement of Employment

You acknowledge and agree that you may be assigned, transferred, or deputed to other branches/departments or units of the Company and/or its affiliates holding or subsidiary companies either in existence or may come into existence whether in India or abroad. In the event of any such assignment, transfer, or deputation, you may be required to consent to and/or agree to certain other agreements or policies applicable to such an assignment, deputation, or transfer.

## 10. Termination and Notice Period

Your employment shall terminate immediately:

- (a) When you reach the age of 58 years or earlier if not medically or mentally fit.
- (b) Upon Company giving you fifteen-(15) days' notice of termination for any reason, with or without cause; Company may, in its sole discretion terminate your employment immediately by paying your basic monthly salary in lieu of giving you such notice; and/or
- (c) Upon Company's notice to you, if you are in breach of any of the terms contained herein or any of the Company's policies and you have failed to cure such breach within fifteen-(15) days of notice of such breach or within such period as notified to you as per policy of the company from time to time.

You may also have a right to terminate your employment with the Company by giving fifteen-(15) days' notice of termination. The Company may, in its sole discretion, accept the termination of employment by you with immediate effect or with such a lesser period with the payment of basic salary in lieu of the notice period/balance period of notice or otherwise; and/or

Company may terminate your employment immediately, with or without notice, on the occurrence of:

- (a) Embezzlement, intoxication or illegal drug abuse, unauthorized absence in excess of the Company leave policy, unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse of the Company's Confidential Information, gross insubordination, or receipt or attempted receipt of any impermissible rebate, kickback or other similar remuneration or consideration in connection with any potential or existing opportunity for the Company and its affiliates and their employees, contractors, and clients;
- (b) Engaging in misconduct (willful, intentional, or otherwise) during or in connection with the performance of your obligations hereunder or being arrested, charged, or convicted in a criminal proceeding or similar proceeding that involves a matter which Company believes, in its sole discretion, may affect the performance of your obligations hereunder, may affect the Company and/or its affiliates and their employees, contractors, and/or clients or may otherwise bring the Company and/or its affiliates and their employees, contractors, and/or clients any disrepute, whether or not such matter is directly related to the affairs of the Company and/or its affiliates and their employees, contractors or clients; and/or
- (c) Involvement in any act of moral turpitude.

## 11. Consequences of termination

Upon termination or expiration of your employment, for any reason, or as otherwise requested by Company, you will return immediately to the Company:

- (a) Any property belonging to the Company, such as a laptop computer, mobile phone, access card and other devices with details of any passwords or user IDs installed therein; and
- (b) All Confidential Information and any Work Product, including any documents and information, of whatever description or in whatever form, tangible or intangible, in your possession, together with copies, notes or summaries of such documents and your own working papers which are derived of or based on such documents.

Upon termination or expiration of your employment, for any reason, amounts due or payable, from, or to you by the Company shall be settled in full and an acknowledgment of such settlements shall be recorded in writing.

Upon termination or expiration of your employment, for any reason, Company shall be entitled to, at its sole discretion, pursue any remedy available in law or in contract to ensure settlement of any amounts owed by you hereunder, including costs and expenses incurred towards your training. Further, Company shall be entitled to, at its sole discretion, withhold the relieving letter and all other documents regarding your employment hereunder.



## 12. Mode of Communication

Official E-mail ID shall be allocated to you after joining. Any information including letter/notice of confirmation, transfer, promotion, termination, resignation, policy matters, etc. by the Company shall be received/sent to you through this e-mail ID. You represent and warrant to use this E-mail ID only for the purpose of this employment.

Other than general notices, which may be intimated by e-mail, general notice, announcement on the Company's web site, bulletin e-mail, bulletin boards and other similar postings, notices will be provided to you in person, by email or by ordinary post at the address given by you at the time of your employment or such other address as may be intimated by you to the management thereafter.

## 13. Dispute Resolution

In case of any dispute or difference in respect of interpretation of the terms & conditions of this agreement, both the parties shall resolve the same amicably through discussions by the duly appointed representatives. However, any dispute having not resolved shall be referred to the sole arbitration by a person duly nominated by the company as an arbitrator, whose decisions shall be final and binding on both the parties. The arbitration shall be at Delhi and proceedings shall be in English.

## 14. Confidentiality

"Confidential Information" means any proprietary or confidential information, work product (whether produced by you or other resources of the Company or provided to you by Company or on Company's and its affiliates and their employees, contractors and/or clients behalf) designs, business information or plans, inventions, technical data, business strategies, trade secrets or know-how, in any media of Company, its affiliates and their employees, contractors and/or clients, whether oral or written or in electronic format, and whether marked as confidential or proprietary or not, including but not limited to, research, business plans, product plans, service offerings or services descriptions, projects or opportunities, proposals, Work Product or deliverables, contractor, customer or client lists, distribution and sales methods, sales and profit figures, finances, titles and descriptions of any patents or patent applications filed or which could be applied for in any country or jurisdiction, methodologies, training materials, personnel information and internal publications. Confidential Information shall not include information which is publicly available.

You agree, as part of your employment hereunder, you will have access, directly or indirectly, to certain Confidential Information of Company and its affiliates and their employees, contractors, and/or clients. At any time during the term of your employment, you agree to execute non-disclosure or similar agreements required by the Company and its affiliates and their employees, contractors, and/or clients with respect to such Confidential Information.

During the term of your employment and thereafter, you shall:

- (a) Hold the Confidential Information in the strictest confidence.
- (b) Not disclose or use or attempt to use or disclose, the Confidential Information, except as expressly permitted by the Company and solely for the purpose of which such Confidential Information was disclosed to you.
- (c) Not disclose or divulge the Confidential Information to or for the benefit of any third person or entity without the prior authorization of the Company.
- (d) Give prompt notice to the company of any actual or attempted unauthorized use or disclosure of confidential information.
- (e) Ensure the compliance of SEBI (Prevention of Insider Trading) Regulations, 2015, and the Code of Conduct made in terms thereof.
- (f) Return the Confidential Information, including any copies or reproductions, at Company request or upon termination of your employment. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment.



Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this Section by you, including in the event, where you take up or attempt to take up employment with or act or attempt to act as a consultant or contractor to any person who may be a competitor of Company or take up or attempt to take up employment or contract with any person in a manner that may result in disclosure or misuse of Confidential Information.

## 15. Intellectual Property

You agree that any rights, title and interest whatsoever, including, but not limited to, patents, copyright, trade secret and design rights, mask rights, whether registerable or not, arising or created as a result of the development of and/or the application of any tangible or intangible work product or materials produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including, but not limited to, or other material which you conceive, discover or create during or in consequence of employment hereunder ("Work Product") shall belong exclusively to the Company. You hereby convey ownership in such rights, title and interest to Company and its affiliates upon inception or development.

All Work Product shall constitute a work(s) made for hire under all copyright acts. To the extent that any Work Product does not constitute a work made for hire under the foregoing laws, you hereby irrevocably assign all worldwide right, title, and interest (including without limitation, patents, copyright, trade secret, trademarks, design rights, contract and licensing rights) in such Work Product to Company and its affiliates. You retain no rights to use the Work Product and agree not to challenge the validity of Company's and its affiliates' ownership in the Work Product. You hereby forever waive all moral rights in the Work Product and any results or proceeds therefrom, even if after expiration or termination of your employment hereunder. If you have any rights to the Work Product that cannot be assigned to Company or its affiliates, you hereby unconditionally and irrevocably waive the enforcement of such rights and all claims and causes of action of any kind against Company and its affiliates and their employees, contractors or clients with respect to such rights and grant to Company and its affiliates an exclusive, irrevocable, perpetual, worldwide, sublicenseable, fully paid-up and royalty free license to such Work Product, or part thereof. On termination or expiration of your employment or these Terms of Employment, you will deliver to Company all Work Product, including any parts or copies thereof completed, created and/or prepared up through the date of termination and all copies thereof.

You agree to, for no further consideration, execute any documents and take any other actions reasonably requested by Company and its affiliates and their clients and contractors to achieve the objectives of this Section (including waiver of any such rights including authors special rights under Section 57 of the Copyright Act 1957). In the event that Company is unable for any reason, after reasonable effort, to secure your signature on any document needed to perfect the title of Company and its affiliates, you hereby irrevocably designate and appoint Company and its duly authorized officers and agents as your agent and attorney in fact to act for and on your behalf to execute, file and verify such documents and to do all other lawfully permitted acts with the same legal force and effect as if executed by you.

You agree that you will not violate or attempt to violate the intellectual property rights, interests, or title of any third party. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment. Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this Section by you.

## 16. Data Privacy Policy

Company may, in connection with your employment, receive personal data relating to you or third parties associated with you (such as your spouse or children). Such data may be received from you, or from other sources, and some limited personal data may be recorded directly or indirectly by internal security systems or by other means. Company may process such data for the relevant and limited purposes in accordance with the policy of the Company.

Company may collect your PAN, Aadhaar / Voter ID / Driver's License, Bank Details for undertaking your KYC verification for security and tax compliance reasons. We will also be collecting your



passport photograph for our organizational security reasons. Collecting certificates of your educational qualifications will allow us to verify your declared credentials. In collecting emergency contact details from you, we endeavor to ensure that in the event of an emergency we are able to communicate with such relevant people in an efficient and time-sensitive manner.

#### **17. Fulltime employment, Non-Compete and Non-Solicitation**

During the term of your employment or these Terms of Employment, you will not, directly or indirectly, either alone or jointly with or as manager, agent, consultant or employee of any person, firm or company, engage yourself in any activity or business including but not limited to the activity or business which could result in direct or indirect competition with the business of the Company.

You must not directly or indirectly either during employment or for a period of 12 months thereafter, solicit, or try to entice away from the Company any person, employee, business leads or clients associated with the Company that you may have come across during your employment with the Company.

#### **18. Warranties**

You warrant that your employment Company will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party to.

You warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior the effective start date at the Company.

You warrant that you have not and will not inappropriately, or attempt to, use or disclose any confidential or proprietary information obtained from a third party or otherwise.

You warrant that you will comply with all of Company's policies and standards (including the Company's Code of Conduct) in effect from time to time and shall perform your services in a professional manner and in a manner consistent with otherwise applicable to the services provided by you hereunder.

You warrant that you possess all the requisite certificates, licenses, permits, work visas, clearances to be able to lawfully and rightfully perform the services as required hereunder.

#### **19. Indemnification**

You agree to indemnify the Company and its affiliates for any losses or damages sustained by Company and its affiliates which is caused by or related to your breach of any of the provisions contained in this Terms of Employment.

#### **20. General**

These Terms of Employment and your employment is personal to you and you cannot assign, subcontract or transfer your obligations hereunder to any other person or entity. Company may assign these Terms of Employment, in part or whole, upon notice to you. No delay or failure by Company to exercise any of its powers, rights or remedies under these Terms of Employment will operate as a waiver of such powers, rights or remedies. If any provision of these Terms of Employment is held by any competent authority to be invalid or unenforceable, the validity of the other provisions and the remainder of these Terms of Employment shall not be affected. You shall not make any announcement concerning Company and its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients. These Terms of Employment will be construed in accordance with and governed by the Laws of India.

These Terms of Employment, together with the offer letter (and any attachments thereto), are the exclusive and entire agreement between the parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.





**IndiaMART InterMESH Ltd.**

6th floor, Tower 2, Assotech Business Cresterra,

Plot No.22, Sec 135, Noida-201305, U.P.

Call Us: +91 - 9696969696

E: [customercare@indiamart.com](mailto:customercare@indiamart.com)

Website: [www.indiamart.com](http://www.indiamart.com)

## ACKNOWLEDGEMENT

I confirm that the given E-mail ID is my assigned official id: [prajwal.patil@indiamart.com](mailto:prajwal.patil@indiamart.com)

**Madhup Agrawal**  
National Head - HR  
(IndiaMART InterMESH Ltd.)

I, hereby acknowledge that I am signing this Appointment Letter digitally, and I have thoroughly read, understood, and agreed to all the clauses, terms, and conditions outlined in this letter. My digital signature signifies my acceptance of the terms and conditions stated herein.

I hereby accept the above appointment on the terms and conditions stated herein above

UPLOAD YOUR

SIGNATURE

(Prajwal Rajgonda Patil)



**Annexure**  
**A Compensation Break-**  
**up**

<b>EmployeeCode</b>	111217	
<b>Name</b>	PrajwalRajgondaPatil	
<b>Designation</b>	Executive	
	<b>Break-upofcompensation</b>	
<b>Components</b>	<b>MonthlyCTC(Amount"INR")</b>	<b>AnnualCTC(Amount"INR")</b>
BASIC	21010	252120
HRA	10505	126060
EXECUTIVEALLOWANCE	1819	21828
<b>TOTAL</b>	<b>33334</b>	<b>400008</b>

Pleasenotethattheabove-mentionedsalaryisinclusiveofthedeductionsasperstatutory requirements.



KALLAPANNA AWADE ICHALKARANJI  
JANATA SAHAKARI BANK LTD.

(Multi-State Scheduled Bank)

● HEAD OFFICE :  
"Janata Bank Bhavan", Main Road,  
ICHALKARANJI - 416 115.  
Dist. - Kolhapur. (M.S.)



सुवर्ण महोत्सवी बँक

कल्लाप्पाणा आवाडे इचलकरंजी  
जनता सहकारी बँक लि.  
(मल्टी-स्टेट शेड्युल्ड बँक)

● मुख्य कार्यालय :  
"जनता बँक भवन", मेन रोड,  
इचलकरंजी - ४१६ ११५.  
जिल्हा - कोल्हापूर (महाराष्ट्र)

Ref No. Ref.No.1/63/Hrd./463 /2024-2025

Date: 13/09/2024

To,  
**Mr. Shubham Dagadu Thanekar,**  
Tr. Clerk,  
Head Office, Ichalkaranji.

You are appointed as Trainee Clerk in our bank. You are hereby advised to work at **Gandhinagar** branch w.e.f. **17/09/2024**.

You are therefore advised to join the duties before commencement of office hours and report to branch manager.

Also you are advised to perform all the duties as per the instructions of the branch manager.



**Chief Executive Officer**

**C. C. To:**

**Branch Manager,**  
Branch - Gandhinagar.

**Head of Kolhapur Monitoring Cell,**  
Shahupuri, Kolhapur.

**Head of Dept.,**  
HRD Dept. Head Office.



HRD/InfosysBPM/1005012270

August 4, 2022

Mr. Shreyas Savairam  
24/1756/5  
Solage Mala, Ekta Colony  
Ichalkaranji-416115  
India

**STRICTLY PRIVATE & CONFIDENTIAL**

Dear Shreyas,

We refer to your application for employment and the subsequent interview you had with Infosys BPM Limited ("the Company"), we are pleased to make you an offer of employment with the Company on the following terms and conditions ("Letter of Offer"). The offer of employment is subject to your obtaining an appropriate release from your present employer.

You will devote the whole of your time and attention to the business of the Company and comply with the rules and regulations in force from time to time and you will not, without our written consent, be in any way engaged or concerned in any other business. You will, while in our employment, use your utmost endeavor to promote the interests of the Company in all matters and will observe the utmost good faith towards the Company and keep secret all information, which you may obtain with regard to the business and affairs of the Company.

- |                           |                            |
|---------------------------|----------------------------|
| a) Role                   | : Process Executive        |
| b) Role designation       | : Junior Accountant        |
| c) Job Level              | : 2B                       |
| d) Date of Joining        | : 10-August-2022           |
| e) Location of posting    | : PUNE, MAHARASHTRA, India |
| f) Gross salary per month | : Rs 17939/-               |

Please refer to the Appendices to this letter for details of your CTC and other allowances.

**1. Voice and Shift Allowances**

In addition to the gross salary mentioned above, you may be eligible to the following conditional allowances which will be paid as applicable based on Company policies. These are not a guaranteed part of your compensation and will be paid if you are eligible to receive them.

a) Voice Allowance - This amount becomes payable once you are allocated to a voice process code and based on your performance. If during the course of your employment, you get allocated to a data process code, the voice allowance will not be payable. This is not applicable for employees in various BEF streams.

b) Shift Allowance - This allowance is paid based on the shift that you work in. This is not payable while working in a day shift. For further details on shift allowance, refer to Appendix 3.

All allowances are payable as per the policies of the Company, which are subject to change from time to time



Mr. Aditya Khot  
17/282, Pujari Mala,  
Tiranga Chowk,  
Ichalkaranji-416115  
India

**STRICTLY PRIVATE & CONFIDENTIAL**

Dear Aditya,

We refer to your application for employment and the subsequent interview you had with Infosys BPM Limited ("the Company"), we are pleased to make you an offer of employment with the Company on the following terms and conditions ("Letter of Offer"). The offer of employment is subject to your obtaining an appropriate release from your present employer.

You will devote the whole of your time and attention to the business of the Company and comply with the rules and regulations in force from time to time and you will not, without our written consent, be in any way engaged or concerned in any other business. You will, while in our employment, use your utmost endeavor to promote the interests of the Company in all matters and will observe the utmost good faith towards the Company and keep secret all information, which you may obtain with regard to the business and affairs of the Company.

- |                           |                            |
|---------------------------|----------------------------|
| a) Role                   | : Process Executive        |
| b) Role designation       | : Process Executive        |
| c) Job Level              | : 2B                       |
| d) Date of Joining        | : 26-September-2022        |
| e) Location of posting    | : PUNE, MAHARASHTRA, India |
| f) Gross salary per month | : Rs 19301/-               |

Please refer to the Appendices to this letter for details of your CTC and other allowances.

**1. Voice and Shift Allowances**

In addition to the gross salary mentioned above, you may be eligible to the following conditional allowances which will be paid as applicable based on Company policies. These are not a guaranteed part of your compensation and will be paid if you are eligible to receive them.

a) Voice Allowance - This amount becomes payable once you are allocated to a voice process code and based on your performance. If during the course of your employment, you get allocated to a data process code, the voice allowance will not be payable. This is not applicable for employees in various BEF streams.

b) Shift Allowance - This allowance is paid based on the shift that you work in. This is not payable while working in a day shift. For further details on shift allowance, refer to Appendix 3.

All allowances are payable as per the policies of the Company, which are subject to change from time to time



HRD/InfosysBPM/1005423819

September 28, 2022

Ms. Ankita Patil  
M1387  
Shivaji cowk korochoi  
Pune-416109  
India

**STRICTLY PRIVATE & CONFIDENTIAL**

Dear Ankita,

We refer to your application for employment and the subsequent interview you had with Infosys BPM Limited ("the Company"), we are pleased to make you an offer of employment with the Company on the following terms and conditions ("Letter of Offer"). The offer of employment is subject to your obtaining an appropriate release from your present employer.

You will devote the whole of your time and attention to the business of the Company and comply with rules and regulations in force from time to time and you will not, without our written consent, be in any way engaged or concerned in any other business. You will, while in our employment, use your utmost endeavor to promote the interests of the Company in all matters and will observe the utmost good faith towards the Company and keep secret all information, which you may obtain with regard to the business and affairs of the Company.

- |                           |                            |
|---------------------------|----------------------------|
| a) Role                   | : Process Executive        |
| b) Role designation       | : Process Executive        |
| c) Job Level              | : 2B                       |
| d) Date of Joining        | : 30-September-2022        |
| e) Location of posting    | : PUNE, MAHARASHTRA, India |
| f) Gross salary per month | : Rs 19301/-               |

Please refer to the Appendices to this letter for details of your CTC and other allowances.

**1. Voice and Shift Allowances**

In addition to the gross salary mentioned above, you may be eligible to the following conditional allowances which will be paid as applicable based on Company policies. These are not a guaranteed part of your compensation and will be paid if you are eligible to receive them.

a) Voice Allowance - This amount becomes payable once you are allocated to a voice process code and based on your performance. If during the course of your employment, you get allocated to a data process code, the voice allowance will not be payable. This is not applicable for employees in various BEF streams.

b) Shift Allowance - This allowance is paid based on the shift that you work in. This is not payable while working in a day shift. For further details on shift allowance, refer to Appendix 3.

All allowances are payable as per the policies of the Company, which are subject to change from time to time