

CADSYS (INDIA) LTD

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Phone : 040-23224110
URL : www.cadsystech.com
CIN No. L72200TG1992PLC014558

21st May, 2022

Confidential

Ref: HR/CSY/GIS/OPS/2022/JDE/01/03/2022

To
Ms. Ankam Durgamba,
6-125, Srivasnagar, Uppada,
Kothapalli Mandal, East Godavari,
Andhra Pradesh – 533448.

Dear Ms. Ankam Durgamba,

Sub: Offer Letter

With reference to your application and subsequent selection procedures, we are pleased to offer you a position as **Jr. Design Engineer (Smart City and IoT Solutions)** in our company located at Hyderabad on the following terms and conditions.

Your Salary Structure will be as per Annexure- A.

You will be working in shifts as may be decided by the company.

As you step in, along with us you also carry with you the expectations of Cadsys family – that you would truly identify and exemplify Cadsys Code of Conduct.

Your appointment will happen only upon submission of copies of following testimonials (originals to be presented for verification)

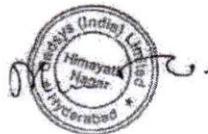
- Academic qualification certificates (SSC, Intermediate or Diploma, Graduation) including proof of date of birth, professional proficiency certificates, four latest passport size photographs, copies of Aadhaar, Pan and passport, where applicable
- Experience certificate(s), Relieving letter/ Clearance certificate, from your previous employer(s), as applicable.

In the event that there is any discrepancy in the submitted documents and information stated during the interview, we reserve the right to cancel your candidature.

You need to report our office on **06th June 2022** to complete the joining formalities, which includes

- Verification of your certificates
- Submission of filled joining forms as per the company's procedures
- Execution of bank guarantee

Your employment shall be effective from the day the above joining formalities are completed and your probation period of two years also starts from the same day.



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Secrecy and Duty:

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of the company. You are expected to maintain utmost secrecy with regards to the affairs of the company and shall keep confidential any information, instruments, documents etc. relating to the company that may come to your knowledge.

As an employee, you will be privy to sensitive and commercially valuable information concerning company and business. Such information is deemed to be the property of the company more so in the nature of intellectual property, and must not be disclosed during or after this employment to any third party without prior written consent of the company. Hereby, you undertake to indemnify the company and its affiliates from any loss or damage arising from any breach of this undertaking.

The company has various software, methodologies, systems and strategies that are of high quality involving several man-hours of effort. During your employment with company you will or may receive or contribute to confidential information, which is value to the company. You need to maintain strict confidentiality regarding any such information whether oral or written. You need to execute **Non-Disclosure Agreement and Employee Proprietary Information and Intellectual Property Agreement** which is enclosed with this agreement.

In view of your position and office, you must effectively and diligently and to the best of your ability perform all responsibilities and ensure results. In this connection you are required not to engage in activities that have or will have an adverse impact on the reputation/image and business of company, whether directly or indirectly.

Misconduct

Any time during your employment, if you are found guilty of any act of misconduct or any willful breach or continuous negligence or under performance in terms of this appointment letter or rules or duties, disobedience of the instructions given to you from time to time, the management may, without any notice, put an end to your services with the company. You will be deemed to have brought about such a situation by your misconduct compelling the management to put an end to your services and in addition you shall be liable for losses, damages to the company.

Termination of employment:

During the period of probation your employment can be terminated by the company without notice and with or without any cause.

During the period of probation, if you decide to terminate the employment you will not only be required to give two months of prior written notice but also amount spent on training by the company. The company reserves the right to withhold your salary and other benefits in lieu of the same.

After completion of two years from the date of joining, your employment with the company can be terminated either by you or the company upon three months prior written notice. Further, until the company accepts your separation & relieves you of the responsibilities, you are deemed an employee of the company and the terms and conditions of your employment shall continue to bind you.

The company reserves the right to terminate without any notice on the grounds of unethical, misconduct, non-performance, lack of requisite attendance, or sexual harassment entirely at its own discretion.



Handwritten signature

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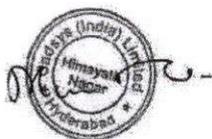
ANNEXURE-A

SALARY BREAK- UP DETAILS

PARTICULARS	AMOUNT (in Rs)	
	MONTHLY	YEARLY
Basic	9000	108000
House Rent Allowance	3600	43200
Professional Development Allowance	900	10800
WiFi Allowance	1000	12000
Conveyance Allowance	1600	19200
Medical Allowance	1900	22800
Gross Salary (A)	18000	216000
Statutory Deductions (B)		
Employee Contribution to PF	1728	20736
Employee Contribution to ESI*	176	2112
Professional Tax	150	1800
Net Salary	15946	191352
Employer Benefits (C)		
Contribution to PF	1728	20736
Contribution to ESI*	764	9168
Gratuity	-	5192
Variable Pay**	5500	66000
Cost to Company (A+C)	25992	317096

*ESI Contribution may vary based on total earnings in a month.

** Variable pay shown here is the performance based incentives upon reaching minimum target as per the company norms. It varies from month on month depending on the individual performance.




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