

Mr. Viren,  
Panipat, Haryana, India

Dear Viren,

Sub: Letter of Offer/Appointment Letter

With refer to the discussions you had with us, we have pleasure in appointing you as **Junior Software Engineer-Security Research**, effective from **June 01, 2023**. The terms of your employment are as follows:

- (a) Your annual Salary will be **Rs. 10,50,000/-** (Rupees Ten Lakhs and Fifty Thousand only), as detailed in Annexure A.
- (b) Salary reviews will always be subject to the schedules as may be implemented by the company from time to time. Your first salary review will be based up on your performance as per company policy schedule.
- (c) Your remuneration package is strictly confidential between you and the company and should not be discussed with any one or divulged to anyone in any manner whatsoever.
- (d) Loginsoft defines employment categories as Prohibition and Confirmed employees, so that employees understand their employment status and benefits entitled to. Initially you will be on probation basis for the first 3 months from your date of hire. Any significant absence will automatically extend the probationary period. The probationary period is intended to give you opportunity to demonstrate your abilities to achieve a satisfactory level of performance and to determine whether you meet the position expectations. Loginsoft uses this period to evaluate your capabilities, work habits, adaptability to our culture and overall performance.

Upon satisfactory completion of the successful probationary period, you will enter the "confirmed" employment classification only on the receipt of letter of confirmation issued by the Company. Generally, confirmed employees are eligible for Loginsoft benefit package, subject to the terms and conditions. Salary Appraisal is an annual exercise which will be considered from your date of hire. However, increment in the employee's salary is not automatic and will be subject to the employee's and the company's performance.

If you do not meet the set expectations, the probationary period may be extended for a specified period or the employee may be terminated as decided by the company.

- (e) Employment with the Company can be separated by serving three months prior written notice from employee. The notice period from the employee is essential for the company to ensure timely and smooth hand over of existing responsibilities to another employee. However, Non performance, insubordination, disobedience, misbehavior, refusal to carry out superiors orders non adherence, non-compliance and / or breach of any of the terms mentioned herein, as the case may be, the Company reserves the right to terminate your services forthwith without pay, without any notice notwithstanding any other terms and conditions stipulated herein. Further, the Company reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.
- (f) During your employment with the Company, you will, at all times, observe secrecy in respect of any technical, trade or business data, customers names/business details or any other information that might come to your knowledge, which according to the Company are necessarily confidential and form valuable property of the Company. You shall not disclose nor cause the disclosure of any such data in any manner whatsoever.
- (g) All software, systems, ideas, concept, designs, documentation, or any other material produced by the employee during the period of his assignment to Loginsoft will either be Intellectual Property of Loginsoft or that of its Customers. The employee will not have any rights to such material described as above.
- (h) As a part of this assignment, you will be required to travel within India or abroad. In the event of such a travel you will be communicated at appropriate time and agreement will be required to sign by employee to serve the company for a minimum period of Eighteen months upon return assignment from abroad.
- (i) You are required by the Company rules not to undertake any employment or enter into any other type of association, even on part time basis whether for any consideration or not. Contravention of this will lead to termination of your services from the Company without any notice, with no liability on the part of the Company for payment of any compensation in lieu of such notice. Further, this contravention will be deemed as voluntary termination/ resignation by you of your services without the required notice having been given.
- (j) The working hours applicable to you will be the same as are observed depending upon your place of posting and as amended from time to time. Further, you should be prepared to work on any shift, as may be warranted by the Company's/ Client's work requirements.

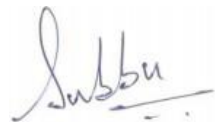
- (k) Your normal hours of work are from 9:30 hrs to 18:30 hrs Monday to Friday inclusive, with a one-hour break. This accounts for 40 hours of minimum effective work per week. Depending on project contingencies, working hours for specific employees or groups of employees may be modified/ altered from time to time.
- (l) You may be required to work in shifts or on holidays and weekends depending on the nature of the project.
- (m) We recognize the importance of vacation time in providing the opportunity for rest, recreations, family, and personal activities, keep up good health and build work life balance a total of 20 working days are available annually. The total usage of 20 leaves Casual (CL), Sick (SL), Personal leaves (PL) can be availed in two cycles in a calendar year. The combination of 10 leaves (6CLs, 3SLs, 1PL) can be availed in the first cycle between Jan to Jun. The remaining 10 leaves can be availed between Jul to Dec. Leaves will be granted to you according to the leave cycles. 10 days of Public Holidays in a year will be applicable as per the festivals and national holidays.
- (n) Gratuity will be paid as per the Act.
- (o) You will be paid your monthly salary through bank transfer on the last day of the month for which employees have to open bank accounts in specified bank/s.

If you have any queries / clarifications regarding your offer letter please contact Mr. Subbu Chedella at 040-40325500 or send an email to [schedella@loginsoft.com](mailto:schedella@loginsoft.com), HR at [ggovindaraju@loginsoft.com](mailto:ggovindaraju@loginsoft.com)

We welcome you to the Loginsoft family and wish you a successful career with us.

Yours faithfully

For Loginsoft Pvt Ltd



Subbu Chedella

Sr. Manager- Talent Acquisition

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The terms and conditions of this offer are fully acceptable to me.

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Station:

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Date:

## Annexure A

### Annual Compensation

Description	Rs. Per Month	Rs. Per Annum
Basic Limit	33,469	4,01,628
HRA	13,388	1,60,651
Conveyance	1,600	19,200
Medical Allowance	1,250	15,000
Special Allowance	33,966	4,07,590
<b>Gross (A)</b>	<b>83,672</b>	<b>10,04,069</b>
<b>Annual Benefits</b>		
PF Employer Contribution	1,800	21,600
Gratuity	1,609	19,312
Health Insurance	418	5,019
<b>Total Annual Benefits (B)</b>	<b>3,828</b>	<b>45,931</b>
<b>Cost to Company (CTC) (A+B)</b>	<b>87,500</b>	<b>10,50,000</b>
<b>Deductions</b>		
PF Employee Contribution	1,800	21,600
Professional Tax	200	2,400
<b>Total Deductions ( C )</b>	<b>2,000</b>	<b>24,000</b>
<b>Net Pay ( A - C )</b>	<b>81,672</b>	<b>9,80,069</b>

*Note: Net Pay shown is before Tax and will change based on Income Tax deductions.*