

Appointment Letter

Dec 17, 2019

Dear Eli Abhishek Boppi

On behalf of CodeTantra (the "Company"), I am pleased to offer you employment with CodeTantra in the position of **Product Development Engineer**, starting on **01 June 2020** along with a full-time internship from **01 December 2019 to 31 May 2020**. Congratulations! We are glad to have you join the team! This letter is meant to provide you the terms of your employment with the Company. Please bear in mind that the terms may be modified based on changes to the Company policy.

Appointment

- i. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- ii. You will be on probation for a period of 6 months from the date of your appointment. On completion of probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your position. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- iii. You may be transferred to any other location, department, function, establishment or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- iv. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by your University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- v. A copy of this letter, duly signed by you, has to be submitted on the date of joining, along with a copy of your Aadhaar card, a copy of your passport, 4 passport size photographs.
- vi. Successful completion of the full-time internship for the specified duration is a pre-condition to this employment offer. A stipend of **Rs.15,000 per month** is awarded towards internship. All company policies apply during the internship period. In addition, the Company reserves all rights to terminate your internship earlier than the schedule mentioned above in case of issues pertaining to bad conduct, bad performance and insufficient attendance reasons.

Responsibilities

- i. This is a full-time position, requiring you to perform all corresponding responsibilities effectively and to the best of your ability and deliver results. The Company allows flexible office hours to enable you to deliver results effectively. While doing so, occasionally, you may even be expected to work extra hours to deliver the expected results as per your job requirements.
- ii. You are required not to engage in activities that have or will have an adverse impact on the reputation and business of the Company, whether directly or indirectly.
- iii. You may be required to undertake travel for business purposes, both within and outside India. During such travel, you will be eligible for reimbursement of travel expenses as per the applicable policy of the Company.
- iv. We are committed to uphold integrity in all aspects of the Company's functioning. You are expected to comply with all the policies ("the Policies") of the Company including those on Code of Business Conduct and Ethics.