

PERSONAL & CONFIDENTIAL

17th November 2020

Name of Employee: Shweta Chandrakant Naik
Employee No: QI0079

APPOINTMENT LETTER

Dear Shweta Chandrakant Naik

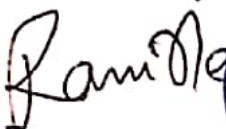
Further to our discussions & offer letter, we are pleased to appoint you as 'Programmer Analyst Trainee' at Qualesce India Pvt. Ltd with effective date of 17th November 2020 on the following terms and conditions.

1. Your Annual compensation (on a cost to company basis) would be **Rs. 1,80,000 (Rupees One Lakh Eighty Thousand only)** per annum. This includes Base, House Rent Allowance, Conveyance, Flexible Benefit Plan. Please refer Annexure A attached with this letter outlining the break-up of your compensation. You will not be entitled to any other payments by way of deferred wage, over time or other allowances.
2. Your compensation above also includes reimbursements and benefits as per Qualesce India policies from time to time. The reimbursements are subject to tax deductions as per the prevailing income tax regulations.
3. Your employment benefits at Qualesce India would be in accordance with prevailing personal policies and would include medical insurance, privilege, casual and sick leave.
4. You will be working on IT projects from Qualesce India Pvt. Ltd.
5. You may be required to travel on Qualesce India business within India and overseas as required. In instances of business travel, you will be entitled to reimbursement of travel expenses, including per diem in accordance with prevailing Qualesce India travel policy.
6. Qualesce India separation policy requires a written notice period of Three (3) months from the date of resignation. If you wish to resign from the services of Qualesce India, you agree to give a written notice of three months.

7. The position in which you are appointed is one of utmost confidence and requires a high degree of personal and professional integrity. This appointment is therefore subject to continuity of such confidence.
8. Your appointment with Qvalesce India Pvt. Ltd. would require you to be bound by all rules, regulations & guidelines issued by the company from time to time in relation to personal and professional conduct, non-disclosure of confidential information and discipline. Your acceptability of these agreements and compliance to rules, regulations and policies shall also be deemed to be a part of employment terms at Qvalesce India Pvt. Ltd.
9. Notwithstanding the provisions of Para (6) above. Qvalesce India reserves the right to terminate your services without any notice or compensation as a part of disciplinary action in situation including but not limited to violations of "Code of Conduct", "Zero Tolerance Policy" criminal prosecution by law enforcing agencies violation of Non-Disclosure Agreement Breach of employment conditions, trust, or financial integrity.
10. The information contained in this letter of appointment is 'Personal & Confidential'. This letter contains sensitive personal & confidential information and its contents are not to be shared with or discussed with other Qvalesce India Pvt. Ltd. employees except Human Resources of Qvalesce India Pvt. Ltd.

Please sign the duplicate copy of this letter in token of your acceptance of the above terms. You are required to submit copies of your testimonial and passport on joining Qvalesce India Pvt. Ltd. We welcome you to Qvalesce India and take this opportunity to wish you a long and successful career with us at Qvalesce India Pvt. Ltd.

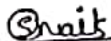
Yours Sincerely,



Mrs. Rani Heda
Global Operations



I Shweta Chandrakant Nair (full name) have read and understand the terms and conditions of employment stated herein and confirm my acceptance of the employment and its conditions. I also confirm that I have not been convicted of any offence or crime punishable by law.



Employee's Signature

17/11/2020

Date