

LATECOÈRE

LATECOÈRE INDIA PRIVATE LIMITED

Headquarter

S-5 No. 139, 02 Shalimar Galaxy

3rd Floor Seshadripuram, 1st Main Road

BENGALURU, Karnataka, India - 560020

CIN : U35999KA2018FTC115423

www.latecoere-group.com

Date: Dec 07, 2019

Dear Ms. Pooja Khanai

With reference to your application and subsequent interview with us, we are pleased to appoint you as Trainee in Latecoere India Private Limited ("Company") on the following terms and conditions.

1. Stipend: Your Monthly Stipend would be INR.13,000/- (Rupees Thirteen Thousand Only).
2. In case you choose to avail the transport facility, (subject to availability) for commuting to the Company, INR.1,900/- (Rupees One Thousand Nine Hundred Only) per month shall be deducted for such facility as transport deduction.
3. Provident Fund and Employee State Insurance deductions towards contributions as per statutory requirements.
4. Place/Transfer: You will be posted in the Company's establishment located in Aerus Special Economic Zone, Hattargi, Belagavi district. You may be in training as part of on-the-job training and any further trainings at any time from one place to another, from one establishment to another, from one unit to another, whether owned, operated or managed by the Company or otherwise including the establishments with which Company will have the arrangements (all such places, establishments and units hereinafter referred to as "Establishments") either in India or abroad. On such training you will be governed by the terms and conditions of service applicable to your category of trainees in the establishments where you are placed in as part of your training.
5. Training: Training period shall be one year commencing from Dec 07, 2019 till Dec 06, 2020 ("Training Period"). Though your training period is for One year, if you are not found suitable for training, your training can be discontinued without assigning any reason thereof with 30 (Thirty) days prior notice. The decision of the Company shall be final and binding upon you.
6. You are informed that your appointment is purely for Training & Learning of Job/Skill and Company does not guarantee employment on completion of your training and any extension thereof and you shall be free to look for employment elsewhere.
7. During the Training period, this training can be terminated by either of us by giving a Notice of 30 (Thirty) days to each other.
8. Leave: You will be eligible for 12 leaves as per Company policy.



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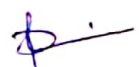
9. You shall perform as per directions and instructions given to you whether given by the Company or by such officers who are placed in authority over you during your on-the-job training or further training.
10. During the period of your training with the Company, you will devote full time to the Company. Further, during the training period, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.
11. You have stated your residential address to be:

Address:

**Shankar nagar,
Tal-Hukkeri,
Dist-Belgaum,
Karnataka - 591313.**

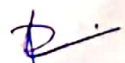
In the event of a change in the address or phone number/other information provided by you, inform the Management immediately in writing. Any communication or notice required to be forwarded to you by the Company shall, if such communication or notice is forwarded by post to your last residential address as per the Company's records and notwithstanding the return thereof by the postal authorities for any reason whatsoever, be deemed to be complete compliance by the Company of the requirement, if any, of so forwarding to you the said communication or notice.

12. You shall be trained in different work time/shifts and you shall not refuse the same during on-the-job training.
13. You will not publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication in relation to the knowledge and information you acquire or exposed to during the course of your training unless you have previously applied to and obtained the written permission from the Company.
14. You will be required to maintain utmost secrecy in respect of all the information that you gain or exposed to including project documents, commercial offer, design documents, project cost & estimation, technology, software packages license, polices, patterns & trade mark and human assets profile or any other information pertaining the Company which is not generally available to general public, during the training or establishments you are exposed to during the on-the-job training and further training.
15. You will be required to comply with all such rules, regulations and policies of the Company and establishments from time to time. There shall be periodical evaluation during the training period. Poor learnings during the trainings may result in discontinuation of the training at the discretion of the Company.



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16. Any of our technical or other important information which might come into your possession during the continuance of your Training with Company or establishment shall not be disclosed, divulged or made public by you even thereafter and same shall all the time be owned by the Company.
17. If at any time in Company's opinion, which is final, you are found poor in learning - satisfactory during or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from training without permission or any other conduct ("Act") considered by Company as deterrent to Company's interest or of violation of one or more terms of this letter, your training may be terminated without notice and Company shall be entitled to recover the loss damages caused due to your Act.
18. You will not accept any present, commission or any sort of gratification in cash or kind from any person, party, firm Company or establishment having dealing with the Company and if you are offered any, you should immediately report the same to the concerned HR manager of the Company or your immediate supervisor.
19. This Training letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your Training. At the time of reporting you are required to produce the following documents in original for verification purpose.
 - a. Proof of educational qualifications.
 - b. Proof of age and identity (Aadhaar and PAN mandatory)
 - c. Four stamp size and four passport size latest photographs
 - d. And any other document as communicated by the Company
20. You may be required to undergo medical examination by the medical officer before you report for training. Your appointment shall be subject to your being found medically fit. At the time of appointment or during the training if you are found medically unfit or hiding information management will have right to terminate your training.
21. You will be responsible for safekeeping and return in good condition and order of all materials and documents, which may be in your use, custody or charge.
22. Your training will be subject to the clearance of all the subjects as per the curriculum. In case you are not able to clear any of the subjects, your training will be terminated.



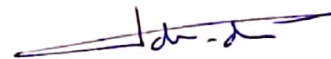
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Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

We welcome you and look forward to a successful training.

With best wishes,

Warm Regards,
LATECOERE India Private Limited



Authorized Signatory

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Laurent VALVERDE
LATECOERE India Managing
Director
M +33 6 19 46 37 29
laurent.valverde@latecoere.aero

I have gone through the terms and conditions of training; I have understood the contents and I have agreed to all the said terms and conditions.

Accepted

Trainee's Signature



Name of the Trainee: **Ms. Pooja Khanai**

Date:



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