



Wipro Kawasaki Precision Machinery Pvt. Ltd.

October 06, 2021

Mr. Komalkumar Suresh Kurubar  
S/O Suresh  
House No 692, Khanapur Road  
Bhrama Nagar, VTC: Majagaon  
Udyambag (P), Belgaum-590008.

### LETTER OF ENGAGEMENT FOR ON-THE-JOB TRAINING

Dear Mr. Komalkumar,

We are pleased to engage you as Graduate Engineer Trainee under the Training Scheme of our Company at Wipro Kawasaki Precision Machinery Private Limited, Kumbalgodu Industrial Area on the following terms and conditions:

**1. Date of Engagement:**

Your engagement as Trainee is effective from the date of joining which shall be from 06<sup>th</sup> October 2021.

**2. Period of Training:**

Your training will be for a period of twelve months from the date of your joining. In case your training at the end of six months is not found satisfactory, then your training may be terminated at the sole discretion of the Company. Unless the Company extends the period in writing solely at its discretion, this contract automatically stands terminated on completion of twelve months.

**3. Stipend:**

You will be paid a stipend of Rs. 15500/- per month during your training period.

**4. Provident Fund:**

You will participate in the Company Provident Fund Scheme as applicable to your category of trainees.

**5. Leave:**

You will be entitled to 10 days of leave per calendar year during the period of Training. Eligibility for availing leave will be after completion of 3 months period. A minimum of half a day and a maximum of three days leave can be availed at a time. Ordinarily, the previous permission of your superior shall be obtained before taking leave.



**6. Other Terms:**

During your training with the Company, you shall devote yourself exclusively to engaging yourself as a Trainee Operative in the Company. You will not take up any other work for remuneration (part time or otherwise) or work on advisory capacity, or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the training with the Company without permission in writing of the Managing Director, Wipro Kawasaki Precision Machinery Private Limited.

**7. Placement and Transfer:**

Initially you will be placed in Wipro Kawasaki Precision Machinery Private Limited, Kumbalgodu Industrial Area factory, but will be liable to reassignment or transfer to any other division, department, establishment or location at which the Company has its office or operation without any additional stipend. You will be governed by the terms and conditions as per your new location of training.

**8. Responsibilities and duties:**

Your responsibilities and duties during the training period in the Company will be governed by the Company's Model Standing Orders and rules and regulations as promulgated by the Company from time to time in relation to conduct, discipline and any other matters, as applicable to other workmen of the Company.

**9. Working Hours:**

As a trainee on the job you will be called upon to work during hours and days as may be fixed by the Company from time to time. This would also involve working in any of the shifts according to the Company's convenience and needs of the training.

**10. Confidential Information:**

You will not at any time, without the consent of the undersigned, disclose or divulge or make public, except on legal obligations, any information regarding the company's affairs or administration or research carried out, whether the same may be confided to you or become known to you in course of your training or otherwise.

**11. Protection of Interest:**

During the period of training, if you conceive any new or advanced methods of improving processes/formulae/systems in relation to the operation of the company, such developments will be fully communicated to the company and will be and remain the sole right/property of the company.

