

To,  
Shrinivas Mallappa Badiger  
Mudalgi, Belgaum - 591312

Date: 27-05-2021

### **Internship Joining Letter**

Dear Shrinivas,

We are very pleased to offer you the position of **Intern** with **Deshpande Foundation, Hubli**.

Please find the following confirmation of the specifics of your internship:

**Position Title:** Intern, Graphics and Social Media

**Internship Start Date:** 27-May-2021

**Internship End Date:** -27-Nov-2021

**Stipend:** INR 5000

**Reporting Manager:** Saeed Ahemed Girni

**Office Location:** Hubli

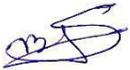
Please note that on the completion of your internship period, you will be given an Internship Completion Letter subject to the Reporting Manager's confirmation on the deliverables of expected outcomes.

Please refer to the annexure for the terms of engagement.

If you accept the terms and conditions above mentioned, please sign the declaration in the duplicate and return to us. The original copy shall be retained by you.

Should you have any questions regarding the specifics of your internship, please contact Ms. Sanmati J. (HR).

Yours' Sincerely,



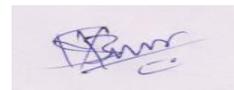
Sanmati Jakkannavar  
Asst. Manager - HR



Accepted:  
(Shrinivas-Graphics and Social Media - Intern)

### **ANNEXURE 1: Terms & Conditions of Engagement**

- You will be required to report to office as per the regular working hours of the organization
- You will be required to report to your assigned manager on a daily basis for the day's assignment
- You will be required to submit all the necessary documents as specified by the HR on the day of your joining
- You will be required to submit a copy of your Project Report to your manager before the completion of your internship
- You will be required to submit the acknowledgement of Non-Disclosure Agreement (NDA)
- You will not (except in the normal course of the organization's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the organization's products or to any matter with which the organization's may be concerned, unless you have previously applied to and obtained the written permission from the concerned authority of the organization
- You will be required to maintain utmost secrecy in respect of project documents, commercial offers, design documents, project cost & estimation, technology, software packages license, organization's polices, patterns & trademark and organisation's human assets profile
- You will be required to comply with all such rules and regulations as the organization may frame from time to time
- Any of our technical or other important information which might come into your possession during the continuance of your assignment with us shall not be disclosed, divulged or made public by you even thereafter
- If at any time in our opinion, which is final in this matter, you are found as a non-performer or guilty of fraudulent, dishonest, disobedience, disorderly behaviour, negligence, indiscipline, absent from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission, the organisation shall be entitled to recover the damages from you
- You will not accept any present, commission or any sort of gratification in cash or kind from any person, party or firm or organisation having dealing with the organization and if you are offered any, you should immediately report the same to the Management
- Please note that this internship does not lead automatically to any kind of employment with the organisation.



Signature