

Abhishek Rathore  
1612  
Gaur Global Village  
Crossing Republik  
Ghaziabad  
Uttar Pradesh 201016

## Appointment Order

Dear **Abhishek Rathore**,

We are pleased to appoint you as **Executive** with effect from **23 Sep 2020**.

Your employment in our organisation shall be governed by the following terms and conditions, which may be amended from time to time at the discretion of the Management.

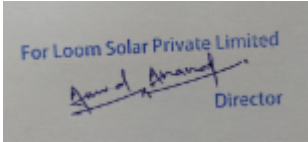
1. You shall be initially on probation for a period of 90 days, before being considered for absorption as a regular employee. However, the organisation reserves the right to extend the probation, if required.
2. During your probation, your services can be terminated without assigning any reason with one month notice or gross salary in lieu of notice on either side.
3. Unless it is communicated to you that you are confirmed in writing, you will be deemed to be under probation.
4. You shall perform with diligence such duties as the position you hold and such other duties that may be assigned to you depending on the exigencies of work.
5. You are liable for transfer or deputation to any of our office location in India presently established or in future at the discretion of the Management.
6. You shall be paid a total remuneration (CTC) of Indian Rupees 15300 /-
7. Apart from the above, you are also eligible for Paid Offs, Performance Incentives, Food Coupons, Medical Insurance etc., as per the set practices.
8. You shall attain superannuation at the age of 58 years.
9. Termination of your services by the management without notice would arise in the event of :
  1. You are being found medically unfit during pre-medical test
  2. Any contravention of the rules mentioned in standing orders
  3. Any other proven misconduct as per standing orders
10. You shall not disclose any confidential and proprietary information to anyone who is not authorised to obtain the same. You would be required to sign a Non-Disclosure Agreement (NDA) in this regard at the time of your joining the organisation.
11. The organisation reserves its right to amend the grade, designation, and salary structure offered to you from time to time.
12. You shall be governed by the rules and regulations of the organisation as stipulated in the standing orders, employee handbook, or in any other manner that are currently in force or amended in future from time to time.
13. The appointment is made on the understanding that the information given by you is correct / true and complete. If found incorrect, this appointment may be withdrawn before you join service with us, or your services may be terminated at any time after you have taken up employment with us.
14. If, for a period of 5 consecutive working days you are absent without sanction of leave or overstay, you shall lose your lien on your employment, and shall be deemed to have abandoned employment voluntarily.
15. You shall take excellent care of and be responsible for the work equipment, official documents, tools, and other items/materials entrusted to you.
16. This offer is made in duplicate. Please return the duplicate copy duly signed by you as a token of your having read, understood, and accepted the terms & conditions of this appointment offer.

# LOOM SOLAR

Loom Solar Pvt. Ltd. welcomes you and offers a pleasant atmosphere to work and hope that the association will be mutually beneficial and meaningful.

With best wishes,

**For Loom Solar Pvt. Ltd.,**

A rectangular stamp with a light blue background. The text "For Loom Solar Private Limited" is printed at the top in blue. Below it, a handwritten signature in blue ink is visible. At the bottom of the stamp, the word "Director" is printed in blue.

Director

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I hereby accept the terms and conditions of the employment mentioned in this order.

Name of Employee :

Signature :

Date :