



AECOM India Private Limited
9th Floor
Infinity Tower C
DLF Cyber City
DLF Phase II
Gurgaon 122002
Haryana,
India

CIN: U74210HR2008FTC038183

T: +91 124 4830100
aecom.com

06th April 2023

Mr. Vibhor Shukla

House No 177 Virat Khand 1,
Gomti Nagar Lucknow - 226010

Dear Vibhor,

APPOINTMENT LETTER AS ENGINEER II TRANSIT & RAILWAYS, TRANSPORTATION

We are pleased to offer you an appointment as **Engineer II to AECOM India Private Limited** on the following terms and conditions. This offer of employment and continued employment are contingent upon satisfactory background checks.

You will be designated as **Site Inspector Station & Viaduct, "CMRL-GC"** under the terms of reference agreed with the Client.

You shall perform your duties from **Chennai Site office**.

1. Commencement Date

Your appointment will commence on or before **12th April 2023** subject to satisfactory background checks. If you wish to join earlier or defer your joining date, please inform HR Talent Acquisition team five days before your likely date of joining.

This offer will stand automatically withdrawn if you are unable to report on the joining date or if the Company is unable to accommodate your request for change in the date of joining.

2. Salary

Your gross annual compensation package will be as stated in Annexure A in accordance with the break-up amounts stated there-in. Taxes and statutory deductions if any will be borne by employee.

In all other matters concerning the allowances and benefits, you will be governed by such policies and rules as may generally be applicable to other staff or as specifically intimated to you, and as modified and amended from time to time. Please note the Management reserves the sole right to modify the allowances/benefits applicable in a particular category depending on relative merits/demerits of any individual, determined on case-to-case basis.



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3. Probation Period

The initial **Three month**' of your employment shall be a probationary period during which either party may terminate this employment contract by giving **two weeks**' notice in writing or **two weeks**' salary in lieu of notice.

Your performance and suitability for continued employment will be reviewed at the end of the probation.

4. Additional Benefits

Please refer to Supplement I.

5. Working Hours

Normal office hours in **Chennai Site** would be from 9.00 am to 6.00 pm. Mondays to Saturday with 1 hour lunch break and 2nd and 4th Saturday will be an off.

Should you be posted to site, you are required to follow the site's working hours as required by the clients and/or the Company.

6. Overtime

Due to the nature of the work involved, you may also be required to work such additional hours (outside your normal working hours) as necessary for this proper fulfillment of your duties.

7. Leave

You will be entitled to the leaves as per the Company Leave policy.

8. Holidays

You are entitled to gazetted public holidays as per list provided by client. You hereby agree that if exigencies of work require, you will work on any holidays.

9. Medical Out-patient Benefit

The Company will reimburse, upon presentation of the requisite receipts, the costs of self-medical out-patient treatment up to 8% of monthly basic salary per annum.

All pre-existing illness prior to employment with the Company, (cost of medical treatment and prescriptions) will not be covered.



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10. Insurance

You are entitled to participate in the Company's Insurance and Hospitalization Plan, subject to the rules of such insurance details of which are available from the Company Policy.

You will be provided such benefits based on the actual necessary and reasonable expenses incurred but such sum shall not exceed the maximum limit set out in the relevant insurance policy.

11. Employer Provident Fund

If you are eligible, you shall be entitled to receive Employer Provident Fund contributions in accordance with the regulations of the Employer Provident Fund Board.

12. Income Tax & Business Travel

Employees are fully liable for the payment of income tax payable in respect of all sourced emoluments in all jurisdictions

AECOM has a policy of 100% compliance with regards to individual tax, corporate tax, and work authorization. If, during the course of employment, you believe you may trigger foreign individual income tax liability due to your work activities, you are advised to raise the issue immediately to your manager, Human Resources and your Finance representatives.

In the absence of any prior written agreement to the contrary, you shall be personally responsible to track your own travel and settle any foreign individual tax that you may trigger.

13. Retirement

You will automatically retire from the service of the company on attaining the age of superannuation i.e., 60 years, unless the management gives an extension in writing.

14. Termination of Engagement After Confirmation

We may at any time terminate your engagement by giving you **one month** notice in writing or by paying you **one month** compensation package in lieu of notice and, except as otherwise expressly provided, you will have no further claim on us.

You may terminate your service during the course of your engagement by giving us **one month** notice of resignation in writing or by paying to us **one month** compensation package in lieu of notice.



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However, in the event of your resignation you can be relieved at the sole discretion of the company without payment of any balance notice period.

However, the Company will not be required to give any notice or compensation package in lieu thereof, if the termination is due to act of indiscipline, furnishing of incorrect particulars/information during appointment etc.

Treatment of any outstanding leave entitlement within the notice period is at the discretion of the Company. We may instruct you to take leave on specific days within the notice period or pay for your outstanding leave entitlement.

If we terminate your engagement for reason of indiscipline and/or misconduct, you will forfeit all accrued and untaken leave.

15. Conformity

You will conform to the Company's laid down expected standards of discipline, policies, rules etc. As amended and modified from time to time or understood by convention as company norms. Any breach of such discipline, commission of misconduct will render your appointment liable for termination with immediate effect, without any obligation on the Part of the Management/Company.

16. Policy and Procedures

You agree and confirm that you will comply with all Company policies and procedures issued including, for the avoidance of doubt, the Company's Code of Conduct and related training.

17. Confidentiality Undertaking

You are required to observe and comply with the confidentiality undertakings as more particularly set out in the attached Confidentiality Undertakings. Please sign and return a copy of the attached Confidentiality Undertakings to acknowledge your acceptance and understanding of the same when you sign back a copy of your employment letter.

Prior to commencing employment, you are requested to review the AECOM Code of Conduct and confirm your acknowledgement of receipt by completing and returning the enclosed Receipt and Acknowledgement Form. You agree and confirm that you will comply with all AECOM policies and procedures including, expressly, AECOM's Code of Conduct.

You agree and confirm that you will comply with all Company policies and procedures issued including, for the avoidance of doubt, the Company's Code of Conduct and related training.



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We would be pleased to have your confirmation in writing that you agree and accept this contingent offer on these terms and conditions. Please sign and date the attached copy and return it to our Human Resources Department immediately.

Yours sincerely,

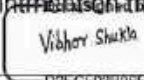
AECOM India Private Limited

Praveen Gupta
Vice President, Human Resources
(Praveen.Gupta@aecom.com)

ACKNOWLEDGEMENT

I vibhor shukla S/O _____ fully

understand and accept the appointment on the terms and conditions set out above.

Name and Signature: 
D2ECF02B0BE0400...

Date: 4/6/2023



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Confidentiality Undertakings

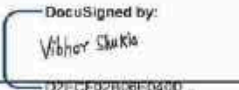
I understand that in the course of performing my duties related to my employment position, I may be given access to the company's confidential information, including but not limited to the company's financial information, business plans, analyses, reports, bids and proposals, tendering documents, technical innovations, design, inventions, client lists and other sensitive, privileged information and intellectual property of the company.

Similarly, there may be sensitive and privileged information of our clients which I may be given access to.

With regard to the sensitive and privileged information mentioned above, I undertake that I shall only use the information to perform my duty in the company and shall keep the information confidential. I shall not divulge the information to any person and/or any party without the company's prior written authorization. I shall exercise care to ensure the information will not be misused. In this regard, I shall not copy, download, forward and/or print any such information use, of the company other than for the purpose of discharging my duties in the company.

I shall observe and comply with the above undertakings during and after termination of my employment with the company. In the event that I have violated my undertaking as stipulated above, I understand I will be subject to disciplinary actions, including summary dismissal, by the company and I may be liable to the legal proceedings and consequences which may be brought against me.

For the avoidance of doubt, the reference of "Company" contained herein shall include your direct employer, or any one of the following entities: (i) a company or entity that is directly or indirectly owned and/or controlled by your direct employer; (ii) a company or entity which directly or indirectly owns and/or controls your direct employer or (iii) a company or entity which is an affiliate of your direct employer being owned or controlled by the same company as mentioned in (ii).

Signed by: 
D2ECP02BDE0900...

Name: vibhor shukla

Position:

NRIC/Passport/FIN No.

Date: 4/6/2023



LEA Associates South Asia Pvt. Ltd.

B-1, E-27, Mohan Cooperative Industrial Estate

Mathura Road, New Delhi-110044, India

T | 91-11-2697 3950-52, 41678150 F | 91-11-41678659

Email: lasa@lasaindia.com, www.lea.ca

Corporate Identification Number: U74899DL1993PTC055750

04th April, 2022

TO WHOM IT MAY CONCERN

This is to certify that Mr. Vibhor Shukla, Emp. Code : E3205, and holding the position of Deputy Engineer (Civil) has worked with our organization from 11th September, 2017 to 30th October, 2021. We further certify that Mr. Shukla has discharged his duties to our satisfaction.

We wish him success in his future professional endeavors.

For LEA Associates South Asia Pvt. Ltd.

Pradeep Kumar Gulati
Head-Human Resources

Ref: CC/TSPL/22807/Rel338

February 13, 2017

To Whomsoever It May Concern

This is to certify that **Mr. Vibhor Shukla** has worked in **CADD Centre Training Services Private Limited, Delhi** since **August 1, 2015**.

He has joined as a regular employee on **February 1, 2016**. He has resigned and has been relieved from the services of the company from the closing hours of **December 23, 2016**.

At the time of relieving his designation was **CADD Engineer**.

We found his conduct and character to be good during the tenure.

We wish him success in all his future endeavours.

for **CADD Centre Training Services Private Limited**.



S. Karaiadiselman
Managing Director