

Privileged & Confidential

26-06-2024

Jyoti

Delhi - Pusa Road, New Delhi, Delhi, India, (Branch Location)

OFFER LETTER

Dear Jyoti,

We are pleased to offer you the position of **Assistant Relationship Manager in Band M8**, subject to the following terms and conditions:

1. This offer remains subject to the terms of the appointment letter to be executed by you on the day of joining and to the procedures, policies, benefits and other terms of Niva Bupa Health Insurance (NBHI), which will be provided to you at the time of your joining or communicated to you from time to time. All such procedures, policies and benefits will be subject to our periodic review and can be changed with or without notice.
2. You will be based at **Delhi - Pusa Road, New Delhi, Delhi, India, (Branch Location)** and will be reporting to **Territory Manager**.
3. A detailed break-up of your compensation is in the attached **Annexure I**. The compensation, including incentives or rewards shall be subject to tax deducted at source as per the applicable tax laws.
4. This offer is subject to verification of your credentials and background, completion of all necessary documentation, reference check to our satisfaction.
5. Subsequent your acceptance to this offer, you will receive communication on our on-boarding process along with the list of documents to be shared with us.
6. Please note that your employment with NBHI will be "at will" and is not for a specified period. Hence, either you or NBHI may terminate the employment relationship at any time, with or without cause.
7. You acknowledge that no prior verbal or prior written agreements, prior promises or representations that are not specifically stated in this offer will be binding on us.
8. This document is privileged and confidential. You will maintain confidentiality and secrecy and will not disclose any of the contents of this offer to any third party.

Niva Bupa Health Insurance Company Limited

(Formerly known as Max Bupa Health Insurance Company Limited)

IRDAI Registration No 145 | CIN U66000DL2008PLC182918

Registered Office: C-98, First Floor, Lajpat Nagar, Part 1, Delhi-110024 | Corporate Office: 14th Floor, Capital Cyber
scape, Golf Course Extension Road, Sector-59, Gurugram-122011 (Haryana) | Website: www.nivabupa.com |

Tel: +91-11-41775228

9. If you are in agreement with the above terms, you are requested to revert to the undersigned not later than **28-06-2024** by signing this offer letter and returning it to the address provided below or sending your acceptance by way of an email to the undersigned, failing which, this offer will expire.

We look forward to long lasting and mutual beneficial relationship and are confident that your abilities will play a key role in our company.

Yours sincerely,

For Niva Bupa Health Insurance



Mohit Marwaha

Vice President - Talent Acquisition and HRBP

2 / 4

EMPLOYEE ACCEPTANCE

I accept this offer of employment with the Company under the terms set forth in this offer letter:

Jyoti

Niva Bupa Health Insurance Company Limited

(Formerly known as Max Bupa Health Insurance Company Limited)

IRDAI Registration No. 145 | CIN: U66000DL2008PLC182918

Registered Office: C-98, First Floor, Lajpat Nagar, Part 1, Delhi-110024 | Corporate Office: 14th Floor, Capital Cyber
scape, Golf Course Extension Road, Sector-59, Gurugram-122011 (Haryana) | Website: www.nivabupa.com |

Tel: +91-11-41775228