

To  
**MR. LAXMIKANT KISHOR SAWANT**  
H. No. 15-D, Gounlloy,  
Nuvem, Salcete Goa.

06/08/2019

**Sub: Appointment Letter**

Dear Laxmikant,

With reference to, the recent interviews you had with us, we have pleasure in offering you employment in our Company on the following terms and conditions:

1. You are appointed as "**Jr. Geologist**" w.e.f 06<sup>th</sup> August, 2019.
2. You shall be on probation for a period of 6 months from the date of joining.
3. You will be entitled to remuneration and other benefits of **Rs. 240000/-** per year (Rupees Two Lakhs Forty Thousand Only) as set out in the Annexure.
4. You will become member of Statutory Provident Fund Scheme for which Company will contribute 12% of your annual basic salary (subject to Government Notification as per Employees Provident Funds & Miscellaneous Act, 1952).
5. In all matters relating to working hours, leave entitlement, holidays, etc. you will be governed by the Company's rules and regulations in force from time to time.
6. You will be entitled for Gratuity in accordance with the Payment of Gratuity Act, 1972.
7. The benefits/perquisites, i.e. Medical Expense Reimbursement, Leave Travel Assistance, coverage under Medical Insurance Scheme, etc. as set out in the Annexure are subject to rules framed by the Company.
8. You will become a member of the Employee State Insurance Corporation Scheme as per the Employee State Insurance Act 1948 and you will be entitled to all applicable benefits as per the said Act.
9. You will devote full time, attention, and energies to the business of the Company, and during this employment will not engage in any other business activity, regardless of whether such activity is pursued for profit, gain, or other pecuniary advantage.
10. You will not at any time during the continuance of your employment with us or thereafter, divulge any of the affairs or confidential information or trade secrets of the Company to any other company, firm, corporation or entity, person or persons, or threaten to reveal any information. The Company shall be entitled to an injunction restraining the Employee from disclosing the same, or from rendering any services to any entity to whom said information has been or is threatened to be disclosed. The right to secure an injunction is not exclusive, and the Company may pursue any other remedies it has against the Employee for a breach or threatened breach of this condition, including the recovery of damages from the Employee.



11. You will undergo such medical examination as the Company may require of you from time to time at the Company's cost by any doctor or doctors nominated by the Company. If, from such examination, the Company is of the opinion that continuance of your service is medically not advisable or that you are not in a position to discharge your duty satisfactorily, the Company may terminate your services.
12. Your place of employment shall be such as may be determined by the Company from time to time within the Union of India including transfer from one Department to another or from one location to another. Your services may be loaned by the Company to any other Company. The business interests of the Company and the functions entrusted to you may warrant travel in India or elsewhere in which case the Company shall reimburse reasonable travelling, hotel and other expenses actually incurred by you.
13. You will abide by the Rules & Regulations / Standing Orders of the Company in force, at present, and as varied from time to time.
14. Without the previous consent of the Company, during the continuance of your employment you shall not publish or cause to be published any publication or contribute any article or review to any newspaper, magazine or other publication whether for remuneration or otherwise on a subject in any way related to or concerning the Company's products, services or policies.
15. At the time of your separation from the Company's employment in any manner whatsoever (including retirement), you will comply with all procedures and requirements connected with the separation including the formalities concerning handing over of all documents and any other valuables, property and assets, etc. which belong to the Company. Final settlement of your dues and issuance of a certificate of employment shall be completed by the Company after you have completed all the separation requirements in full. You will also inform us about separation with proper notice at least 60 days in advance from the date of separation.
16. In an unlikely event should you decide to disassociate yourself with us, you shall be expected to give a minimum of two months notice in writing to the Company or payment of salary in lieu of notice period necessary to give. In the event should the Company decide to end your services with us, then the Company shall give no more than one month notice of the same to the Employee or payment of salary in lieu of notice period. The employer is at liberty to deduct an amount equivalent to two-month's salary from any monies that may be due to you.
17. You will be required to sign a Non Compete & Secrecy Agreement which requires you to perform your duties within the purview of the Company's policies and procedures without prejudicing the interests of the Company in any manner and not to directly or indirectly compete with the business of the company during the period of employment and for a period of two years following termination of employment notwithstanding the cause of termination.

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This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please confirm your acceptance of this offer and return to us the enclosed duplicate copy duly signed by you.

Thanking you,

Yours faithfully,

On and Behalf of

**SOCIEDADE DE FOMENTO INDUSTRIAL PVT. LTD**



**AUTHORIZED SIGNATORY**



I confirm my acceptance of the offer of employment and agree to the terms and conditions. I shall join on \_\_\_\_\_

**MR. LAXMIKANT KISHOR SAWANT**