Date : 28.11.2019.

APPOINTMENT LETTER

Mr. LEELA RAM SAINI
S/O MR. JUGAL KISHOR
BEHIND GIRLS Bed. COLLEGE,
PO:- PILANI – 333031,
Dist.:- JHUNJHUNU (RAJ.)

Dear LEELA RAM JI,

This has reference to your application and the subsequent discussion you had with us. We are pleased to appoint you on probation of 6 months for the post of **"Dy. MANAGER-SCM/COMMERCE** with effect from **22/11/2019** on the following terms and conditions".

1. You will initially be based at **Reengus** at our **Synergy CropScience Pvt. Ltd.** Division. Your consolidated compensation will be Rs. 50000/- per month (CTC).

2. Your appointment is subject to your being medically fit at all times.

3. The Firm undertakes, commits, agrees and covenants that the Employees shall be paid in monthly remuneration, statutory payments and any other amounts to which in the opinion of the Firm the Employee may be entitled, subject to the prevailing tax laws in accordance.

   Employee will be governed at all times by the policies, procedures and rules related to the salary, allowances, benefits and perquisites which are specified in this appointment letter (including the schedule). Further, the Firm, at its sole discretion, may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.

4. **Posting &Transfer:** Your place of work, in the first instant, is as indicated above. However, you can be transferred temporarily or permanently for duty anywhere in India, depending upon the needs of the organization. Your service may be transferred to any office of the Firm or its associate organization in India or abroad depending upon the exigencies of work. You will be governed by the transfer rules prevailing in the Firm at any given point of time.

5. **Probation / Confirmation:** Employee will be on probation for a period of **six months** from the date of Employee's joining, while Employee's performance during the probation period will be assessed in case enable to achieve the expected standard of Employee's performance, where after the probation period may be either extended at the sole discretion of the management. If found necessary, the probation may be extended at the discretion of the management or may be dispensed with earlier. Confirmation of services, after the expiry of the probation period (initial or extended) will not be deemed to the automatic unless confirmed in writing by the management.

6. **Medical Fitness:** Employee's appointment is subject to the Employee being declared medically fit by a Medically Officers or by a registered medical practitioner specified by the Firm or otherwise. The Management has the right to get the Employee medically examined by any certified medical practitioner during the period of the Employee's service. In case the Employee do not regain your fitness within the said period of 30 days, the Employee's services shall be liable to termination at the sole discretion of the management.

For Synergy Crop Science Pvt. Ltd.

Authorised Signatory

7. During the initial or extended probation period employee's services are liable to be terminated without **any notice or salary** in lieu thereof.

8. **Notice Period:** After confirmation, either party, by stating their intention to do so, in writing may terminate this employment at any time, provided that at least **Fifteen Day's notice or basic salary** in lieu thereof is given.

9. However, in the event of your being guilty of misconduct or inattention or negligence in the discharge of your duties or in the conduct of the firm's business, or such misdemeanor which is likely to affect, the reputation of the Firm's working or of any breach of the terms and condition herein, the Firm reserves its right to terminate your services at any given point of time, with immediate effects, without any compensation or notice.

10. **Retirement age:** You will retire from the services of the Firm on attaining the age of 58 years.

11. You will treat matter pertaining to the Firm's business interests with utmost confidentiality and such confidentiality has to be maintained during your employment with the Firm and thereafter.

12. During your services with the Firm, you will be governed by the rules and regulation in respect to conduct & discipline and other matters as may be framed by the Firm from time to time.

13. You are employed in the Firm full time. You will not be employed by any other Firm or offer your services with or without pay to any physical person, legal entity or public authority or to be occupied in your own business without the prior written permission of the Firm.

14. Amendments to the above term and condition, if any will be made in writing.

15. Please sign and return the duplicate copy of this letter of appointment (initialing each page) as a token of your having accepted the above term and conditions.

Wishing you all the very best in your new assignment.

Thanking You.

Yours faithfully
For M/S Synergy CropScience Pvt. Ltd.

For Synergy Crop Science Pvt. Ltd.

Daulat Goyal Authorized Signatory
(Director)

Accepted & Agreed

_____
Signature

SYNERGY CROPSCIENCE PRIVATE LIMITED

ISO 9001 : 2015

Ref.Nov.-2021-22/015 Dated : 17.02.2022

NAME : Mr. LEELA RAM SAINI

DESIG. : MANGER- ACCOUNTS / FINANCE

EXPERIENCE & RELIEVING LETTER

TO WHOM SO EVER IT MAY CONCERN

This is reference of your resignation, wherein you have requested to be relieved from the services of the company on 17.02.2022.

Your resignation was accepted on 18.01.2022 and according you have been relieved from the services if the company with effect from close of office hours on 17.02.2022.

He is very Disciplined, Honest, Intelligent and Smart working men with his tenure from **23.11.2019 to 17.02.2022**. he has keen desire to learn new things very easily. He will prove to be an asset wherever he goes.

Your contribution to the organization and its success will always be appreciated.

We wish for you all the best in his future endeavours.

For Synergy Cropscience Pvt. Ltd.

Daulat Ram Goyal

(Director)