ASP/ENV/04/23-24
Issued at: 24-06-2023

To,
Vishal Sampat Gaikwad
F6/301, Shankheswar Nagar, Manpada Road,
Dombivali (E) – 421204

Subject: Appointment Letter.

This is with reference to your application and subsequent interview at our company; we are pleased to appoint you as "**Sr. Manager**" in **Marketing Department**, at our Taloja office on the following terms & conditions.

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1. You shall join your duties on 1st July 2023.

2. You will receive the monthly payment Rs. 50,000/-

3. Your present place of work will be at Taloja Office, but during the course of the service, you shall be liable to be posted / transferred anywhere to serve any of the Company's

4. You shall not give out, particulars or details of any research process, any trade secret, administrative and/ or organizational matters of confidential nature thereof to any one in any manner. Any of our technical or other important information which might come into your possession during the continuance of your service with us shall not be disclosed, divulged or made public by you even thereafter.

5. You will not (except in the normal course of the Company's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Company's products or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the written permission from the Company.

6. You will act within the framework of organizational structure the policies and directions as may be laid down by the management from time to time.

7. You shall keep the company informed about the changes, if any, in your residential address so as to facilitate communication with you. All communications sent to you by the management at your last given address shall be deemed to you at correct address.

8. You shall not accept any other full time or part-time job whether for any other monetary consideration or not, neither would be in any business nor would be any business nor would acquire any financial interest anywhere without company's permission in writing during your tenure of service with the company.

9. You will be on **Probation for three months** from the date of joining. During this period your performance, conduct and attendance will be under scrutiny. During this period, if your services are found to be unsatisfactory, by the company, your employment will be terminated without any notice. However,