Reliance Life Sciences Pvt. Ltd.
R-282, TTC Area of MIDC, Thane - Belapur Road,
Rabale, Navi Mumbai - 400 701, Maharashtra, India.
Phone: +91-22-4067 8000 **Fax:** +91-22-4067 8099

Reliance
LIFE SCIENCES

Date: 10 Apr 2025

Ref No: RLSL/81938890/30246363/100425/1840

Dear Ashvani Kumar,

Offer of Employment

We are delighted to offer you employment into Rel Life Sciences P.Ltd in the position of Jetty Officer - OM&S Marine, at level J based at Jamnagar subject to the terms set out in this letter. Your joining date will be 28/04/2025.

Documentation

In addition to this offer letter, please find appended:

- A compensation term sheet
- Components of Compensation
- Terms and conditions
- Other applicable paperwork based upon your specific needs

You are required to read these before you commence your employment.

As mentioned above, your initial posting will be at Jamnagar. During employment with the Company, you may be posted at any other location in India or abroad at any Reliance Group Company without any additional compensation.

Please note that all the compensation, benefits and assistance set out in the attached appendices are not contractual and can be varied, replaced or withdrawn at any time at the Company's absolute discretion.

We would also like to draw your particular attention to our Values and Behaviours. We have six values that express our shared understanding of what we believe, how we aim to behave and what we aspire to be as an organisation. Our values are about delivering customer value, having an ownership mind-set, showing respect and integrity, pursuing excellence and being one team.

Conditions of the offer

This offer of employment is subject to you completing the following requirements 1-4 and providing all of the below information and documentation requested **BEFORE** you commence employment with us. All information / documentation submitted by you will be considered as submitted on your own freewill and consent. We reserve the right to withdraw our offer of employment/ terminate your employment with us without assigning any reason whatsoever thereof, or delay your joining date if you do not provide the required information and documentation within the required timelines or if during this process you intentionally leave out any information or provide any information which is inaccurate or untrue.

1. Confirming your acceptance of this offer of employment, **within two weeks** of the date of this letter as detailed below in Next Steps. By confirming your acceptance, you are also confirming that you do not have any legal or other restrictions that prevent you from commencing employment with us. This includes any outstanding obligations that you may owe to your current/previous employer
2. Providing evidence (such as your passport, national identity card or work permit) of being entitled to live and work in India for RIL
3. Clearing the employment reference checks, background checks, medical checks and receiving satisfactory reports.
4. Providing (what the company considers appropriate) evidence of your qualifications if requested

(This letter is computer generated and does not necessarily require a signature)

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Next Steps

This offer will remain valid for two weeks from the date of this letter, after which time it will lapse. In the next two weeks, we request that you contact your Recruiter, Rahulkumar Pillai as soon as possible to discuss our offer and if you have any other questions about joining our organization.

Please then confirm your acceptance of this offer by clicking 'Accept' button online. Please also return any additional documents requested at 1-4 above and any other documents you are requested to send to us by the two week deadline.

This offer is confidential and you must not discuss this or disclose any documentation related to it with anyone other than your immediate family. Any disclosure of the details of this offer to a third party other than your immediate family may result in withdrawal of the offer.

We very much hope you will accept this offer of employment and look forward to welcoming you to the Company.

Yours sincerely,

Authorized Signatory

(This letter is computer generated and does not necessarily require a signature)

Regd. Office: Dhirubhai Ambani Life Sciences Centre, R-282, TTC Area Of MIDC, Thane – Belapur Road, Rabale, Navi Mumbai – 400 701, INDIA, **Phone:** +91-22-4067 8000 **Fax:** +91-22-4067 8099 **Website:** www.rellife.com
CIN: U24239MH2001PTC130654

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Reliance
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ANNEXURE A

Compensation Term Sheet

1.1 Annual Compensation Summary

Name: Ashvani Kumar		
Details of Compensation	**Monthly (INR)**	**Annual (INR)**
I. Components of Compensation		
Basic Pay	32,745	3,92,946
Medical Reimbursement	1,250	15,000
Food Coupon	2,750	33,000
Gift Coupon	417	5,000
Leave Travel Allowance	5,458	65,491
Residual Choice Pay	25,228	3,02,738
Vehicle		
Company Vehicle Scheme	Refer Annexure B	
Fuel & vehicle Maintenance		
Conveyance Allowance		
Housing		
House Rent Allowance	16,373	1,96,473
Insurance		
Group Personal Accident Insurance Premium (GPA)	64	774
Group Term Life Insurance Premium	339	4,071
Medical Insurance Premium * (Self, Spouse, 3 Dependent Children & Dependent Parents)	5,496	65,953
SUB TOTAL - I	90,120	10,81,446
II. Retirals		
Employer's Contribution to Provident Fund: PF (12% of Basic Pay)	3,929	47,153
Gratuity (4.81% of Basic Pay)	1,575	18,901
SUB TOTAL - II	5,505	66,054
FIXED PAY (I + II)	95,625	11,47,500
III. Annual Cash Bonus (ACB) - (Max Payout)		
Annual Cash Bonus (Max Payout)	16,875	2,02,500
SUB TOTAL - III	16,875	2,02,500
TOTAL PAY (I + II + III)	1,12,500	13,50,000

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***Medical Insurance premium -**
For employees joining at level F or above, you are requested to update your information on the ESS portal (Employee Self Service) after joining the organization in order to ensure that the coverage for Medical Insurance is as desired.

***Provident Fund -**
Employee makes an equal contribution from employee's salary towards Provident Fund.

1.2 Tax Status of compensation elements

Below table shows all of the Total Pay components and their taxability status.

S.No.	Total Pay Components	Taxability Status (as per prevailing norms)
I	**Base Salary**	
a.	Basic Salary	Taxable
b.	Provident Fund Contribution (PF)	Please refer Annexure B
c.	Gratuity	Please refer Annexure B
II	**Choice Pay**	
a.	Medical Reimbursement	Taxable
b.	Food Coupon	Tax exempt subject to conditions
c.	Gift Coupon	Tax exempt subject to conditions
d.	Leave Travel Allowance (LTA)	Tax exempt subject to conditions
e.	Office Wear Allowance (OWA)	Tax exempt subject to conditions (only applicable to locations having a 'Uniform Policy')
f.	Children's Education Allowance (CEA)	Tax exempt subject to conditions
g.	Children's Hostel Allowance (CHA)	Tax exempt subject to conditions
h.	Internet and Broadband Connection Reimbursement	Tax exempt subject to conditions
i.	**Vehicle**	
1.	Company Leased Vehicle Scheme	Tax exempt (up to the value of EMI)
2.	Fuel and Vehicle Maintenance Reimbursement	Tax exempt (Taxable Perquisite Notional Value)
3.	Travelling Assistance	Tax exempt (Taxable Perquisite Notional Value)
4.	Conveyance Allowance	Taxable
j.	**Housing**	
1.	House Rent Allowance (HRA)	Tax exempt subject to conditions
2.	Company Accommodation (where it is provided)	Taxable Perquisite
k.	**Insurance**	
1.	Group Personal Accident Insurance Premium (GPA)	Tax exempt
2.	Group Term Life Insurance Premium (GTLI)	Tax exempt
3.	Medical Insurance Premium	Tax exempt
l.	Residual Choice Pay	Taxable
III	**Annual Cash Bonus (ACB) / Performance Linked Incentive (PLI)**	Taxable, If Applicable

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Please Note:-

- The income tax calculation is provisional and is based on the current income tax rules (**Rules**). Any change in the Rules may impact the income tax projections.

- You shall bear and pay the tax liabilities, if any, applicable in relation to all the perquisites or benefits provided to you in accordance with the provisions of this Agreement. Please note that all the details set out above are indicative and subject to change with change in Indian tax policies and rules.

- Employee shall be solely responsible for the payment of any and all taxes on salary / income, employee benefits and personal income. You are advised to get updated information in relation to the income tax calculation on your salary from independent external advisors

- Fixed Pay elements like fuel and maintenance reimbursement, office wear allowance, medical reimbursement, LTA will be reimbursed at actuals based on the bills submitted and in case the reimbursement amount falls short of the amount chosen, the balance will be paid as taxable allowance.

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Annexure B

Components of Total Pay

The Company follows a Total Pay structure that reflects the total cost of an employee to the Company this includes all direct and indirect payments including all benefits, perquisites, subsidies, and Annual Cash Bonus (**ACB**) / Performance Linked Incentive **(PLI)**. This structure is being followed so as to provide flexibility to the employees in structuring their compensation package. The components within each category of payments are discretionary and these components may be changed by the Company from time to time without notice.

The main components under the Total Pay structure are as follows:

I. Components of Compensation

1. **Base Salary:** This is first part of the total pay, which may include Basic Salary, PF and Gratuity

   a. **Basic Salary:** This is the base pay component of the fixed pay and is the reference salary for provident fund and gratuity contribution.

   b. **Provident Fund (PF)**:
   The contributions payable by the Employer under the scheme shall be at the rate specified under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 (**PF Act**). The current rate of contribution is 12% of PF Salary. Employee also contributes an equal amount from employee's monthly salary, as per PF Act. Both of these are remitted on a monthly basis to the Company's PF Trust / RPFC.

   Out of the Employer's contribution, a portion (presently 8.33% of PF Salary subject to a maximum of INR 1250) is deposited into the Employees' Pension Scheme. The part of the company's contribution deposited under Employees' Pension Scheme to RPFC is to provide employees with pension on retirement or after completion of a specified period of service. TDS recovery from PF settlement will be as per the relevant provision of the Income Tax Act, 1961.

   Benefits associated with Employees' Provident Fund and Employees' Pension Scheme will be as per the prevailing rules and regulations outlined in the Employees' Provident Funds and Miscellaneous Provisions Act, 1952. Employees are advised to refer to EPFO site (http://www.epfindia.com/) for detailed rules, procedures and any other updates.

   Please note that the contribution amounts, limits, withdrawals and other rules applicable to the PF and pension are subject to applicable Indian laws in force from time to time. Employee is bound to adhere to all changes in the applicable law. Any implications on contribution, accumulation and withdrawal conditions outlined in the Employees' Provident Fund and Employees' Pension Scheme is to be borne by the employee. To understand implications associated with any such change in relevant laws or the Employees' Provident Fund and Employees' Pension Scheme, employees are recommended to solicit independent external advice.

   c. **Gratuity**

   Employer's contribution to the Company's Gratuity Fund will be as specified under 'The Payment of Gratuity Act ,1972'. Currently, the Employer's contribution to the Company's Gratuity fund is @ 4.81% of Basic Salary. Gratuity shall be payable to an employee on completion / end of their employment with the Company provided employee has rendered continuous service for a minimum period of 4 years and 240 days. However, eligibility for contribution to the Gratuity Trust / Fund commences from the first day of employment and in the event of separation prior to such 4 years and 240 days, the same will be paid as ex-gratia, except in case of separation due to disciplinary grounds.

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Gratuity is calculated as follows:

(Last Drawn Salary / 26 Days) x 15 days x Number of completed years of service (In the case of death, the minimum service requirement does not apply)

For every completed year of service or part thereof in excess of 6 months, the employer will pay the employee gratuity at the rate of 15 days wages based on the rate of wages last drawn by such employee. Income Tax on the gratuity payment will be applicable as per Income Tax Rules. In the event an employee fails to complete 4 years and 240 days of continuous service, ex-gratia will be paid up to the amount of gratuity accumulated and will be subject to prevailing Income Tax Rules.

Maximum Amount of Gratuity which will be exempt from Income Tax will be as per 'The Payment of Gratuity Act, 1972'.

2. Choice Pay :

This is second part of the total pay. Subject to eligibility and availability of amount mentioned under various components in Annexure A, an employee may opt for all the allowances or combination of them

a. Medical Reimbursement

Employee may opt for medical reimbursement for expenses incurred by the employee to meet health related expenditure, such as medicines, doctor's fees etc. of the employee and employee's family members. Medical expenses up to a maximum of INR 15,000 per annum will be reimbursed at actuals against production of bills.

This component is taxable.

b. Food Coupons

Employee may opt for Sodexo / Accor Pass Meal Vouchers. These are food coupons that can be exchanged for food and beverages at all approved affiliated establishments across India.

However, once purchased, these coupons cannot be redeemed for cash.

c. Gift Coupons

Employee may opt for gift coupons. Company provides Sodexo / Accor Pass Gift Vouchers that can be used to buy dailynecessities at over 6000 affiliated establishments across India.

However, once purchased, these coupons cannot be redeemed for cash.

Up to INR 5,000 per annum is tax exempt.

d. Leave Travel Allowance (LTA)

Employee may opt for LTA. It refers to reimbursement by Company of actual expenses incurred only on travel by employee along with their dependents to any place within India. Expenses such as hotel accommodation, sightseeing, food etc. are not eligible to be reimbursed as LTA or for tax exemption. The following qualifying criteria are to be met for claiming LTA:

1. Employee must necessarily take 5 days of continuous Privilege Leave.
2. The family for this purpose includes spouse, unmarried dependent children (maximum of two only), parents and dependent brothers and sisters.
3. No advance is given towards LTA. It must be claimed as a reimbursement against actual bills and travel documents.

Entitlement: Employee has to decide on the quantum of LTA (could be up to 2 months' basic salary) that employee wishes to avail as part of employee's choice pay component. This choice has to be made by employee initially at the time of joining and thereafter at the beginning of each financial year. A mid-year change in the quantum of LTA is not permissible.

As per current Income Tax rules, tax exemption for LTA is allowed twice in a block of 4 calendar years. Tax authorities have defined the current 4 year block as being from 1 January 2022 - 31 December 2026.

The quantum of exemption is subject to following maximum limits depending on the mode of transport used or available:-

1. Journey by air: Economy class air fare of national carrier by shortest route or the actual amount spent, whichever is lesser
2. Journey by rail: AC first class fare by shortest route or the actual amount spent, whichever is lesser
3. Place of origin and place of destination connected by rail but journey performed by other mode of transport: AC first class fare by shortest route or the actual amount spent, whichever is lesser
4. Place of origin and place of destination not connected by rail (partially or fully) and not connected by other recognized public transport system: AC first class fare by the shortest route or the actual amount spent, whichever is lesser

e. Office Wear Allowance (OWA)

Only employees' working at locations where a `Uniform Policy' is in place may opt for OWA.

OWA is an allowance provided to employees to meet expenditures incurred by employee towards purchase of uniform to be worn at the workplace.

INR 24,000 per annum is tax exempt.

f. Children's Education Allowance (CEA)

Employee may opt for CEA to meet education expenses of their children.

INR 100 per month per child subject to a maximum of two children is tax exempt

g. Children's Hostel Allowance (CHA)

Employee may opt for CHA to meet hostel expenses of their children.

INR 300 per month per child subject to a maximum of two children, is tax exempt

h. Internet & Broadband Connection Reimbursement

Employee may opt for Internet & Broadband Connection, it should be registered under employee's name.

INR 15,000 per annum is tax exempt.

i. Vehicle

1. Company Leased Vehicle Scheme (CLV)

As part of the compensation structure the company offers an option of availing a vehicle under the prevailing company vehicle policy, subject to eligibility. The major features of the scheme are as follows:

Parameter	Four Wheeler
Scheme Details	Company Leased Vehicle (CLV)
EMI Calculation Base	Vehicle Invoice Value (Final on-road price, excluding taxes)
EMI Limit	Grade `H' and above - upto 100% of Residual Choice Pay Grade `I' and below - upto 50% of Residual Choice Pay
Interest rate	Please reach out to your HR business partner to get the recent interest rate.
Vehicle Cost Limit	NA
Tenure	2 to 4 Years (Upto 48 Instalments)
Insurance Coverage Options	1.Comprehensive 2.Bumper to Bumper (Zero depreciation)

Mandatory debits towards Vehicle Insurance would be applicable to those opting this scheme.

The company vehicle policy provides more details regarding the vehicle scheme.

2. Fuel and Vehicle Maintenance Reimbursements

All employees covered by the Company Vehicle Scheme are eligible for fuel and vehicle maintenance reimbursements. Employees using self-owned vehicles are also eligible for such reimbursement.

The limits for Fuel & Vehicle Maintenance for Own Vehicles and Vehicles under Company Vehicle Scheme are as under:

Grade	Fuel & Vehicle Maintainence		Travelling Assistance
	4-Wheeler	2-Wheeler	
F & above	INR 2,40,000 p.a.	INR 48,000 p.a.	INR 2,40,000 p.a.
H and G			
J and I			Not Applicable
K and below			

Travelling Assistence is applicable to emplyoees in grade 'H and above (FLL and above)'. This is applicable to car owners who have chosen fuel and vehicle maintenance reimbursement in their choice pay. Employees need to submit 'Annexure 3' on ESS/PeopleFirst reimbursement.

In case an employee is using a self-owned vehicle, employee needs to maintain a vehicle usage log in the system (ESS). Tax exemption will be available upto the limits set out above, subject to submission of supporting documents.

3. Conveyance Allowance

To be opted by an employee to meet the expenditure incurred for the purpose of commuting between place of employee's residence and place of employee's duty. However, this option may be availed only if the employee is not opting for fuel and maintenance reimbursement.

This component is taxable.

j. Housing

1. House Rent Allowance (HRA)

House Rent Allowance is paid in respect of expenses incurred on rented accommodation.

As per Section 10(13A) and Rule 2A of the Income Tax Act and Rules respectively, the lesser of the following is

exempt from tax-

1. An amount equal to 50% of the salary, where the residential house is situated at Mumbai, Kolkata, Delhi or Chennai and an amount equal to 40% of salary where the residential house is situated at any other place;
2. House rent allowance received by the employee in respect of the period during which the rental accommodation is occupied by the employee during the previous year
3. The excess of rent paid over 10% of salary

2. Company provided Accommodation

In case the employee is opting for an accommodation provided by the company, the basis of valuation will be as under-

Population of City as per 2001 census where Accommodation is provided	Where the Accommodation is owned by the Employer	Where the Accommodation is taken on lease or rent by the Employer
Exceeding 25 lakhs	15% of Salary in respect of the period during which the accommodation is occupied by the Employee	1. 15% of Salary; or 2. Lease rent (paid or payable) by the Employer, whichever is less
Exceeding 10 lakhs but not exceeding 25 lakhs	10% of the Salary in respect of period during which the accommodation is occupied by the Employee	
Any other	7.5% of the Salary in respect of period during which the accommodation is occupied by the Employee	

k. Insurance

i. Group Personal Accident Insurance (GPA)

All Employees are mandatorily insured under the Group Personal Accident Insurance.

The insured amount and corresponding premium [mandatory debit] are as follows.

Fixed Pay (per annum)	Sum Assured	Mandatory Debit (per annum)
Up to INR 10,00,000	INR 25 Lakhs	INR 516/-
INR 10,00,001 to INR 15,00,000	INR 37.50 Lakhs	INR 774/-
INR 15,00,001 and above	INR 50 lakhs	INR 1033/-

Benefit Clauses:

1. Death: 100% of sum insured
2. Permanent Total Disablement: 100% of sum insured
3. Permanent Partial Disablement varies from 1% to 75% of sum insured as per insurance policy
4. Temporary Total Disablement weekly benefit upto 1% of Capital Sum Insured or INR 5000 whichever is less for a maximum period of 104 weeks

ii. Group Term Life Insurance (GTLI)

All employees are mandatorily insured under Group Term Life Insurance. The insured amount and corresponding premium [mandatory debit] are as follows:

Fixed Pay (Base Pay + Choice Pay) per annum	Sum Assured	Mandatory Debit (per annum)
Up to INR 10,00,000	INR 25 Lakhs	INR 2,714
INR 10,00,001 to INR 15,00,000	INR 37.50 Lakhs	INR 4,071
INR 15,00,001 to INR 20,00,000	INR 50 Lakhs	INR 5,428
INR 20,00,001 to INR 30,00,000	INR 75 Lakhs	INR 8,142
INR 30,00,001 to INR 50,00,000	INR 1.25 Crore	INR 13,570
INR 50,00,001 to INR 70,00,000	INR 1.75 Crore	INR 18,998
INR 70,00 001 to INR 90,00,000	INR 2.25 Crore	INR 24,426
INR 90,00,001 to INR 1,10,00,000	INR 2.75 Crore	INR 29,854
INR 1,10,00,001 and above	INR 3.00 Crore	INR 32,568

Benefit Clause:

Total sum assured is payable to the employee's nominee upon death of the employee. However, nothing is payable on survival.

iii. Medical Coverage

The Company endeavors to ensure that financial support is available to all employees to meet their medical needs and those of their dependent family members. All employees are mandatorily covered under this scheme. The coverage and mandatory debits in respect of the same are as follows-

Level	Family Definition	Benefits of Mandatory Coverage
B to F: Company's Management Medical Scheme	Self, Spouse, 3 dependent children (up to 25 years)	Floater Mediclaim Policy of INR 5 Lakhs, Plus Additional floater Mediclaim policy of Domiciliary reimbursement at actuals (as per INR 5 Lakhs or 7 Lakhs or 10 Lakhs the Management Medical Scheme)
	Dependent parents	Floater Mediclaim coverage of INR 5 Lakhs irrespective of the number of members covered, Plus Additional floater Mediclaim policy of INR 5 Lakhs or 7 Lakhs or 10 Lakhs
	1. Hospitalization room category up to Deluxe Single AC Room 2. Dental treatment reimbursement up to INR 15,000 per family p.a. (cosmetics not covered) 3. Full time Retainers shall be covered as per commitment / joining terms 4. For non-allopathy (e.g. Homeopathy, Ayurveda, Unani or other Medical practitioner) treatment, the medical practitioner should be registered as per the guidelines of Indian Medical Association	

G to Below: Group Mediclaim Policy	Family of 7 members - Self, spouse, 3 dependent children (up to 25 years), 2 dependent parents	Floater Mediclaim coverage of INR 5 Lakhs irrespective of the number of members covered, Plus Additional floater Mediclaim policy of INR 5 Lakhs or 7 Lakhs or 10 Lakhs
	1. Hospital Room Category - Eligibility of up to Non- Deluxe Single AC Room 2. Sub limit of Maternity benefit (for first three children) up to INR 50,000 3. Sub limit for OPD basis treatment for Dental INR 1,500 (excluding the cost of dentures, bridges, crowns, scaling, filling, cleaning, polishing and cosmetic dentistry) 4. Sub limit for OPD basis treatment for Eye INR 500 (excluding cost of contact Lens, spectacles and cosmetic treatments)	

Medical Insurance Debits:

GHP w.e.f. 1st January 2025	
Grade	**Details**
F & Above grades :	• INR 54,025 per annum per person for self and spouse • INR 27,909 per annum per child (upto 25 years) • INR 19,274 per annum for **Additional Medical floater** cover of INR 5 Lakhs • INR 25,821 per annum for **Additional Medical floater** cover of INR 7 Lakhs • INR 35,210 per annum for **Additional Medical floater** cover of INR 10 Lakhs for self, spouse and child covered under mandatory policy • INR 46,679 per annum for dependent parents • INR 19,274 per annum for **Additional Medical floater** cover of INR 5 Lakhs • INR 25,821 per annum for **Additional Medical floater** cover of INR 7 Lakhs • INR 35,210 per annum for **Additional Medical floater** cover of INR 10 Lakhs
G & Below grades :	• INR 46,679 per annum per family unit of 7 members • INR 19,274 per annum for **Additional** Medical floater cover of INR 5 Lakhs • INR 25,821 per annum for **Additional** Medical floater cover of INR 7 Lakhs • INR 35,210 per annum for **Additional** Medical floater cover of INR 10 Lakhs

I. Residual Choice Pay

The balance un-utilized amount is paid under the salary head as "Residual Choice Pay" and is subject to tax. Please note that you are required to make a declaration within 7 days of joining the Company and at the beginning of each financial year and thereafter from time to time within the timelines notified by the company, regarding the amounts to be claimed under each expense mentioned above. You are required to submit the bills and other supporting documents on or by 15th January for each financial year.

III. Annual Cash Bonus (ACB) - (Max Payout)

ACB is payable subject to the employee being in the rolls of the company and not serving notice period on the date the amount is disbursed, notwithstanding any delay on the announcement of such disbursement. ACB is a discretionary plan and does not result in a guarantee or entitlement of payment to any individual. As such, Reliance reserves the right to vary, amend, terminate or withdraw the ACB plan at any time (including at any time during the on-going performance year) and without any prior notice. Further, Reliance may withhold payment of ACB from any employee who has or may have committed any illegal, fraudulent or unethical act, or who has or may have violated any company policy or procedure including the Reliance Code of Conduct, all withing the sole discretionary interpretation of Reliance.

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Annexure C

Terms and Conditions

01. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

i. Medical Fitness: Your being declared medically fit by a Medical Officer or by a Doctor specified by the Company .

ii. Verification of Particulars: In case the particulars mentioned in your application or the representations or warranties or any other information provided by you are found to be false, inaccurate or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

02. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits payable to you are in consideration of the terms, covenants, and conditions stated in the offer of employment including this Annexure C, and you represent, warrant and covenant to the Company that:

i. You are under no contractual or other restriction or obligation which is inconsistent with the terms or conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder;

ii. You are under no physical or mental disability that may hinder the performance of your duties / obligations contained herein;

iii. You shall not raise any issue as to the reasonableness of the terms, covenants, or conditions contained herein in any proceeding to enforce these terms, covenants and/or conditions;

iv. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, that is inconsistent herewith

v. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company.

You acknowledge that the terms, covenants, and conditions set forth herein are essential for the Company's protection and are not unreasonable and that the Company has relied on these representations, warranties, and covenants provided by you.

03. DUTIES AND RESPONSIBILITIES:

i. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability exclusively for the Company. You agree that you will devote all of your working time, attention and best efforts in performing your duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities during the terms hereof. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules, regulations and directions of the Company, as applicable from time to time.

ii. **Non Solicitation:** You will not, during the term of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by the Company or any of its affiliates or associated companies or directly or indirectly induce any such employee to leave their employment.

This covenant shall survive the termination of your employment with the Company.

iii. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Company.

iv. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial shareholding or other beneficial interest in any business enterprise or entity which is engaged in, or is in competition with, any business engaged in by the Company or any of its affiliates or associated companies. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business or entity whose securities are traded on any national stock exchanges or in the over-the-counter market.

v. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the Company, as specified from time to time. However, you may be required to work additional hours, from time to time, to carry out your duties and responsibilities effectively.

vi. **Confidentiality and Non-disclosure:** You shall keep confidential and not disclose to any person or entity any information received or that comes to your knowledge during the course of your employment including in relation to the Company, its affiliates, associated companies, and third parties, in relation to any of our or their businesses or operations, particulars or details of manufacturing processes, technical know-how, security arrangements, analysis, compilations, forecasts, studies, summaries, notes, ideas(whether patentable or not), schematics, trade secrets, technology, customer lists (potential or actual) and other customer-related information, supplier information, sales statistics, pricing information, market intelligence, marketing and other business model/strategies, administrative organizational matters and any other information important for the Company. This shall include information in relation to third parties received by the Company in relation to any transaction being contemplated by the Company. Your obligation to maintain confidentiality of such information shall continue notwithstanding expiry or termination of your employment with the Company.

Third party Confidential obligations & prevention of IP contamination: You shall not use or disclose to the Company any confidential information of any third party received by you in your personal capacity from such a third party under an obligation of confidentiality, or knowingly induce use of such information in the business of the Company. Your employment/engagement with the Company shall not violate any obligation of confidentiality or non-solicitation of employment/assignment with any other party and that in case you are made aware of any such change in circumstances, you will inform the Company immediately of such change in the circumstances. You shall refrain from using/applying information/data in your current employment which qualifies as third party intellectual property to avoid any potential scenario of Intellectual Property contamination.

vii. **Proprietary Rights:** You will disclose to the Company forthwith any discovery, invention, process or improvement made or discovered by you while in the service of the Company or thereafter, and all the rights, title, interest in such discovery, invention, process or improvement shall automatically belong absolutely to the Company and be the sole, absolute and exclusive property of the Company immediately upon discovery, invention or creation of process or improvement, whether or not delivered to the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for letter's patent, licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to the Company and you will execute and deliver all such deeds and documents, including in particular instruments of assignment and do all such acts and things as may be required by the Company for assigning, transferring or otherwise vesting all rights, title and interest in the same and all benefits arising in respect thereof in favor of the Company or its nominee.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

viii. **Safe-keeping of Company's property:** You will be responsible for safe keeping of and returning in good order and condition all properties of the Company, its affiliates and associated companies which may be in your possession, custody, care or charge or being used by you. In case of loss of any such property, the Company will be entitled to assess the value of the loss / damages caused to it and recover the same from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.

ix. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of authority or power of attorney issued in your favour and any property or material of the Company or any of its affiliates or associated companies in your possession at the time of cessation of your employment with the Company. You shall also return to the Company all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

x. **Authorizations for activities:** You will not enter into any commitments or dealings on behalf of the Company for which you have not been expressly authorised nor will you alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous written consent of the Company. You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

xi. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its affiliate or associated companies or any other employee or business associate of the Company or any of its affiliates or associated companies in any public or non-public communication with any customer, client or member of the investment community or media or in any communication whatsoever.

xii. **Confidential nature of terms of employment:** You agree that, save and except as may be required by applicable law, (with the prior consent of the Company), you shall not disclose the terms of your employment to any person.

xiii. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company.

You agree that the restrictions and remedies contained herein are reasonable and that it is your intention that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

Further, you hereby agree to indemnify and keep fully and effectively indemnified and hold harmless the Company, its affiliates, associates subsidiaries, and the directors, trustees, officers, employees, agents, authorized representatives and successors of all the foregoing from and against any and all claims, suits, actions, legal or other proceedings, demands, damages, liabilities, interest, costs, expenses (including attorney fees), and losses of whatsoever kind or nature incurred or sustained by Company or any of the third party directly or indirectly arising due to breach of any of obligations mentioned in the letter of employment and/or these terms and conditions.

04. TERMINATION OF EMPLOYMENT:

i. Employment At-Will: You acknowledge that your employment is and shall continue to be AT-WILL. This means that you have the right to terminate your employment with the Company at any time without providing any reason in accordance with the provisions hereof. Similarly, the Company may terminate your employment with or without cause at any time and for any reason in accordance with the provisions hereof. Accordingly, this letter of employment is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

ii. Superannuation: In the normal course, you will retire from the company on attaining superannuation at the age of 58 years.

iii. Absenteeism: If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:

a. return to work within 8 days from the commencement of such absence, and

b. give an explanation to the satisfaction of the Company regarding such absence

iv. Medical Fitness: The Company has the right to request you to get yourself medically examined by a certified medical practitioner specified by the Company during the tenure of your employment. In case you are found to be medically unfit to perform your duties, your employment may be terminated.

v. Notice Period: Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months notice in writing or payment of three months Basic Salary on a pro rata basis, in lieu thereof. Similarly, you may resign from the Company's employment without cause by giving three months notice in writing or by payment of three months Basic Salary on a pro rata basis, in lieu thereof. In the event of your resignation, the Company may in its sole discretion opt to accept the same and relieve you prior to the completion of the stipulated notice period of three months, without any pay in lieu of the notice period.

vi. Termination for Misconduct: Your services are liable to be terminated without any notice or salary in lieu thereof for fraud, misconduct, negligence or breach of any of the terms and conditions of your letter of employment which includes this Annexure C. Without prejudice to the general meaning of the term "misconduct", "misconduct" shall include any case of reasonable suspicion of misconduct, disloyalty, commission of an act involving moral turpitude, or any action of indiscipline or inefficiency.

vii. Non-compete: In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business as the Company or any of its affiliates or associate companies.

viii. Recovery of Payments: (If applicable) Payments made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the Company prior to completion of 1 year from joining the Company.

05. GENERAL:

i. Training: You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on terms and conditions stipulated at such time. You will diligently and beneficially take part in the training and such assignments in accordance with Company policies and directives.

ii. Rules, Regulations and Policies on Ethics: You will be governed by the service rules, regulations and policies including conduct, discipline and administrative orders and any such other rules or orders of the Company that may come into force from time to time. You must observe the policies that the Company publishes / notifies from time to time. These policies include requirement that you maintain the highest standards of conduct and act with the highest ethical principles.

a. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

b. You are required to read and understand all policies applicable to you, all of which are available in the Reliance Management System ("RMS") portal. If you have any questions, now or in the future, please ask the Human Resources Department through the Query Management System in the ESS portal. You may also be required to sign and abide by the Policy on Ethics of the Company and undertake to sign such declarations that the Policy may demand from time to time.

c. Women employees will be entitled to all the statutory benefits provided by the Company under the Maternity Benefit Act 1961, and its subsequent amendments, if any, details of which are set out in the RMS/ESS portal.

iii. Media Interaction: You will not interact with the media - electronic, print or otherwise in

a. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the Company unless you have express and direct approval from the Company to interact with the media as a representative of the Company. Only persons duly authorized by the Company are permitted to interact with media and then only on specified subjects. Disclosure of any information other than those specifically authorized by the Company is prohibited.

b. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Company.

c. You shall also not disclose non-public information selectively to any particular group as it may lead to unfair advantage / discrimination.

d. For any outside publication of books, articles or manuscripts which relate in any manner to the Company's business, policies and processes, you are required to obtain prior written approval of the Company prior to its publication or release.

e. Any violation of the Company's media policy, will tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

iv. **Jurisdiction:** The letter of employment is made at Mumbai and competent courts of Mumbai shall have jurisdiction over any dispute or difference whatsoever arising out of, under, in relation to or in connection with the letter of employment or breach hereof or in respect of any matter or thing herein contained.

v. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

vi. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

vii. **Change of address:** You will intimate in writing to the Company any change of your residential address within a week of the same changing, failing which any communication sent to you on your last recorded address shall be deemed to have been duly served on you.

viii. **Passport:** You are required to have a valid passport at all times and ensure that the same is renewed from time to time.

ix. **Suspension:** You may be placed under suspension pending enquiry into the charges of misconduct or any other breach hereof. The salary for the suspension period will be paid to you only if you are found not guilty of any of the charges for which you are suspended and not otherwise.

x. **Travel:** You shall make your own transport arrangements to and from the place of work.

xi. **Documentation:** Please submit the following documents, if not submitted earlier:

a. Certificates in support of your educational professional qualifications, experience, date of birth and other testimonials in original together with copies thereof.

b. Three copies of your recent passport size photographs with blue background.

c. Relieving letter and salary certificate from your last employer, in case you are/were employed.

xii. **Severability**: If any term or provision of this letter of employment shall be held to be invalid for any reason whatsoever, such invalidity shall not affect the validity, operation or enforceability of the remainder hereof. If the remainder of this letter is not materially affected by such declaration or finding and is capable of substantial performance, then that term or provision or part thereof shall to that extent be deemed not to form part of this letter of employment and such provision shall be replaced by a substitute provision that is legal and enforceable and is as nearly as possible consistent with the intentions underlying the original provision.

xiii. **Non Waiver**: No delay or omission on the part of Company in exercising any right, power, privilege or remedy in respect of your employment terms shall neither impair such right, power, privilege or remedy, or be construed as a waiver of it, nor shall any single partial exercise of such right, power, privilege or remedy, preclude any further exercise of it or the exercise of any other right, power, privilege or remedy.

I confirm that I have read and understood the terms and conditions set out herein and unconditionally and irrevocably accept the above terms and conditions.

Employee Name: Ashvani Kumar

Signature:

Date: 10 Apr 2025