

21st July 2021

**Andrea Karen Rodrigues
A-4, F1, F2, 195/1 Anna Main Road
Kolapakkam Kancheepuram
Gerugambakkam
Tamil Nadu – 600 122**

Dear Andrea,

We would like to confirm our offer of employment to you. The details of the offer are as follows: -

Grade : L1.2

Designation : Sr. Associate HR

Function : HR

Location : Chennai

Probation Period: 6 months from the date of joining

Remuneration : INR 4,00,000 per annum

The details are provided in Annexure I of this letter. You will be governed by Inatech standard terms of employment. We welcome you to Inatech and look forward to your joining on or before **23rd July 2021**.

Please sign and return a copy of this offer letter and as acceptance of the terms of employment. You are requested to send your acceptance within 3 business days. The offer will become null and void, in case we do not receive your acceptance before the due date.

Yours Sincerely
For **Inatech India Private Limited**



**Richa Pande
Senior Vice President – Human Resources**

ANNEXURE: I

Inatech India Pvt Ltd		
NAME	Andrea Karen Rodrigues	
DATE OF JOINING	23 rd July 2021	
DESIGNATION	Sr. Associate HR	
GRADE	L1.2	
Particulars	Monthly (Rs.)*	Annual (Rs.)*
<u>FIXED SALARY (A)</u>		
Basic	11,667	1,40,000
House Rent Allowance	5,833	70,000
LTA	1,250	15,000
Special Allowance	12,783	1,53,400
TOTAL (A)	31,533	3,78,400
PF (Employer Contribution)	1,800	21,600
TOTAL (B)	1,800	21,600
TOTAL FIXED SALARY (A+B)	33,333	4,00,000
Performance Bonus as per company policy		0
TOTAL CTC		4,00,000

*Rounded – off to nearest rupees

Richa Pande