



CONFIDENTIAL

22nd April, 2021
Sumanth Kumar Khajjayam

Dear Sumanth Kumar,

It is with great pleasure that I welcome you to Urjanet Energy Solutions. You will be a key member of the Urjanet team, helping to grow the company and making it successful.

EFFECTIVE DATE:	12th May, 2021
ROLE:	Your designation is Data Analyst contributing to Urjanet Product & Services.
SALARY:	Your annual salary will be Rs 3,50,000 per annum. Your salary will be paid in equal monthly installments subject to tax and statutory deductions as per the attached Salary structure.
CONFIDENTIALITY:	Urjanet's corporate policy is that a compensation offer is considered confidential information and should not be discussed with other employees or acquaintances. It will adversely affect future appraisals when brought to Management's notice.
COVENANTS AGREEMENT:	Your employment will be subject to the terms of the company's form of Covenants Agreement for employees and consultants, which contains restrictive covenants. Our offer on the terms set forth in this letter is contingent upon your execution and our acceptance of the Covenants Agreement.
OTHER PROVISIONS:	• During the period of your employment with us, all the work done by you as part of your job will automatically be deemed to be the property of the company. • Your employment is subject to a probation period of six months. During the probation period, the notice period to serve if deciding to leave the services would be 1 month. Upon confirmation of employment, the notice period to serve if deciding to leave the services would be 2 months. • Leave, holidays, work hours and other working regulations are as per the Human Resources policy applicable. • You will not undertake full or part time work with any other organization or indulge in business activity during your tenure as an employee. • This offer is contingent on passing a pre-employment background check as applicable. Please note, if the results of the background check do not meet the standards, this letter of offer shall be rescinded. It's assured that the data furnished to carry out this process will be kept confidential

JOINING FORMALITIES	Please bring: • Educational Certificates (Copies - X, XII and Degree(s)) • Proof of Prior Employment/Relieving Order (Copies) • Last drawn pay slip (Copy - if applicable) • Copy of your Passport (if available) • Passport Size Photographs(4) • Copy of your PAN and Aadhar card • Copy of your address proof

I know you will enjoy working with Urjanet. We are an aggressive, growing company, and we are excited by the prospects of working with you.

This offer is open until 23rd April, 2021. Please indicate your intention via email as soon as possible, and sign the original letter indicating your acceptance of this offer and return it to me upon joining. If you have any questions, please do not hesitate to contact me.

Sincerely,

Authorized Signatory

Ramesh Krishna Iyer
Managing Director
Urjanet Energy Solutions Pvt Ltd.

My signature below acknowledges my acceptance of the offer as stated herein.

Sumanth Kumar Khajjayam

(Date)

Salary Structure:

CTC - 3,50,000 p.a		
	Per Month	Per year
Basic	11,667	1,40,004
HRA*	5,834	70,008
Conveyance*	1,600	19,200
Other allowances*	7,550	90,605
Gross Pay	26,651	3,19,817
Gratuity**	561	6,731
Provident Fund - Employer	1,800	21,600
Insurance	154	1,852
CTC per annum	29,166	3,50,000

As an employee of Urjanet, you are also eligible for the following benefits :

- Medical Insurance Coverage of Rs. 2,00,000 for self and a maximum of 5 dependants
- Round the Clock Personal Accident Insurance Coverage
- Gratuity , on separation of 5 Years of Continuous service, as applicable under the Gratuity Payments act.

*Figures can be adjusted to expected actuals or desired tax benefit.

**Paid at the time of relieving after completion of 5 years of service.

Your CTC is confidential and is not to be shared with anyone.

Your CTC is inclusive of all PF / ESI (Employer/Employee) and all other statutory contributions made by Urjanet on behalf of you.

Please go through the details of the CTC break up attached with this offer letter.