

28th October 2021

Dear Ms. Ashmita Bhattacharyya,

Re: Employment Offer Letter

Further to the discussion you had with us recently, we have pleasure in offering you employment at Radix Analytics (hereinafter referred to as the "Company").

You will have the designation of "**Statistician**" from the date of commencement of your employment.

You will be subject to the detailed terms that are attached to this employment letter as Annexure A ("Terms of Employment"). You will also be governed by the rules and regulations of the Company that may be modified from time to time, at the discretion of the Company.

Your annual remuneration (CTC) shall be INR 3,00,000, in your first year of employment. This will be paid to you in monthly instalments of INR 25,000.

We will provide you with one way airfare from your hometown, Kolkata, to Ahmedabad and will provide accommodation for one week in order for you to find a place once the date of your travel is decided. Currently you will be working from home.

Please sign and return a copy of this letter indicating your formal acceptance of the terms and conditions of employment offered herein. Kindly note that this offer stands cancelled if we do not receive your formal acceptance on or before 29th October 2021. An email would be accepted for confirmation.

Radix Analytics Pvt. Ltd.	Ashmita Bhattacharyya
Signature _____	Signature _____
Name <u>Krati Agarwal</u>	Name _____
Designation <u>COO</u>	Date _____

ANNEXURE A

TERMS AND CONDITIONS OF EMPLOYMENT

1. Nature of Employment

- (a) Upon commencement of your employment with the Company, you will be designated with the position of **Statistician** of the Company.
- (b) The nature of your responsibilities will include but not be limited to **Statistician**.
- (c) The Company has the sole discretion to modify the nature of your duties and designation as it may deem appropriate without assigning any reason and you will be expected to undertake all responsibilities that may be assigned to you by the Company at any time.
- (d) You will report to such person as may be designated by the Company from time to time and shall be subject to supervision as per the policies and discretion of the Company.
- (e) The nature of your employment will be “at will” and no fixed period of employment in the Company is applicable to you. However, you or the Company may terminate the employment as per the provisions contained herein.
- (f) You may also be required to travel for official work within India and abroad. The travel may vary from none to 100% on the client site, depending on the project requirements.

2. Standard Conditions of Employment

- (a) In addition to the Terms of Employment contained herein, you shall be subject to the Standard Conditions of Employment of the Company. The Standard Conditions of Employment of the Company will be communicated to you from time to time
- (b) The Standard Conditions of Employment will relate to various matters relating to your working with the Company, including hours of work, holidays, leave, code of conduct, confidentiality policy, dress code, etc.
- (c) Such Standard Conditions of Employment are deemed to include other policies of the Company that may be created including the Policy for Prevention of Harassment at the Workplace, Internet and Network Use Policy, Intellectual Property Policy, etc.
- (d) The Standard Conditions of Employment may be changed by the Company from time to time at the sole discretion of the Company and such changed Standard Conditions of Employment shall become applicable to you forthwith, upon receipt of notice of the same.

3. Probation Period

- (a) You will be on probation with the Company for a period of 6 months from the date of commencement of your employment with the Company.
- (b) If your performance with the Company during the period of probation is considered satisfactory by the Company, on completion of the probation period, you will be confirmed by the Company. You may also be given a raise in your CTC if your performance exceeds Company's expectations.
- (c) The Company shall have the discretion to extend the probation by such period as it considers necessary if it believes that you have not performed satisfactorily during the probation period but that it is reasonably possible that your performance will improve in the near future.
- (d) The decision of the Company on whether to confirm your employment with the Company, extend the period of probation or terminate you shall be final.

4. Representations

- (a) You hereby represent that all the contents of your resume, testimonials, references, previous employment details and other information furnished by you are true and accurate.
- (b) If any of the above particulars are found to be incorrect or misleading in any way, the Company shall have the right to terminate your employment forthwith, without the requirement of providing you any notice or compensation in lieu thereof.

5. Whole Time Employment

- (a) You shall be a full time employee of the Company and will devote your professional energies entirely towards the conduct of your duties under your employment with the Company.
- (b) During your employment with the Company, you shall not simultaneously engage yourself in any other gainful or commercial activity (other than normally acceptable personal investment activity), business or professional activity, whether part-time or full-time, or directly or indirectly.
- (c) During your employment with the Company, you shall not simultaneously accept any other employment with a third party, serve on the Board of Directors or any similar body of any other business entity or engage directly or indirectly in any other business activity that competes with the business of Radix.

6. Tax Liability

- (a) The tax liability, if any, including income tax, arising on your compensation will be your personal liability and will be governed by the tax laws of the country wherein your services are provided.
- (b) The Company reserves the right to deduct tax at source from any component of your compensation and take such other actions as required by applicable law.

7. Safe Custody of Company Material

- (a) You will be responsible for keeping safe and in good condition, all Company material entrusted to you, including, but not limited to cellular phones, laptop, vehicle and other equipment ("Company Property").
- (b) In the event of any damage or loss to the Company Property entrusted to you, you shall be liable for the same and the Company reserves the right to deduct the cost of such articles from your compensation or take such other action that it may deem appropriate.

8. Termination

- (a) If either you or the Company wish to terminate your employment, either party may do so provided a notice period of 2 months or payment in lieu thereof shall be given to the other.
- (b) You recognize that given your responsibility within the organization and the need for a transition should you wish to terminate your employment with the Company; the above period is necessary and reasonable.
- (c) The Company shall be entitled to terminate your employment "for cause" forthwith, without notice or compensation in the event you:
 - (i) have been found guilty of any misconduct or indiscipline;
 - (ii) have violated any of the Terms of Employment or Standard Conditions of Employment;
 - (iii) have been persistently unpunctual, or neglected your duties or performed your duties in a manner unacceptable to the Company;
 - (iv) Are convicted for any offence under any law for the time being in force in any jurisdiction.

- (v) Do not have the mental or physical capacity to carry out your official functions, responsibilities or duties.
- (vi) Commit any act detrimental to the interests of the Company.

9. Consequences of Termination

- (a) You shall at the time of leaving the employment of the Company, deliver back to the Company any and all Company Property, devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, equipment, confidential information or any other documents or property, or reproductions of any of the aforementioned items provided to you pursuant to your employment with the Company or otherwise in the possession of the Company.
- (b) You agree that you shall not copy, duplicate, recreate or record or otherwise keep in possession or deliver to anyone other than the Company, any of the aforementioned items.

10. Confidentiality and Intellectual Property Protection

- (a) You agree to keep confidential and not to disclose or to make use of, any propriety and confidential information of the Company, including its clients, associates and business partners, that is by its nature confidential or which is communicated to you to be confidential.
- (b) You agree to
 - (i) exercise all due care and diligence and take all reasonable precaution in dealing with any data, software, documentation or information and not disclose, divulge, discuss or make public at any time, either during the currency of your employment or thereafter any secret, transactions, or information in or relating to our business and those of our clients, which may have come to your knowledge in the course of the employment.
 - (ii) not copy or remove any data, models, software or documentation belonging to the company or authorise/licence to the for its use out of the company premise, and I shall not bring unto the company premise any personal software or storage media.
 - (iii) keep secure and ensure that all confidential information will not be disclosed to a party outside of the Company without the written consent of the client. Information communicated in course of work is strictly confidential and should be dealt with as such.
 - (iv) When in doubt, information is to be treated as confidential. All documents used in the course of work shall remain the property of the Company. The Company reserves all rights to take legal action should the employee disclose any information out of the company.

Radix Analytics Pvt. Ltd.	Ashmita Bhattacharyya
Signature _____	Signature _____
Name <u>Krati Agarwal</u>	Name _____
Designation <u>COO</u>	Date _____