

Ref No: 0988/2021

Date - 10.12.2021

## APPOINTMENT LETTER

To,  
Mr. Animesh Halder  
159, Daspararoad, Thakurpukur  
Kolkata - 700063

Ref: Offer letter No. 0988/2021 dt. 10.12.2021

Dear Mr Animesh,

We are pleased to inform, that you are being appointed on the following terms:

1.0 Designation : Sr. Manager -Construction

2.0 Date of Joining : 20.1.2022

3. Amount payable and other benefits allowed will be as per Annexure - A attached herewith.

4.0 Prerequisites:

4.1 Your posting is transferable to any other location, as per the sole discretion of the Management. Under such circumstances your new remuneration package will be settled by the Management.

4.2 You will be covered by the Mediciam Insurance /ESIC scheme.

5.0 Obligations and Responsibilities:

5.1 You will be responsible for performing duties to be assigned from time to time, and report to such a person as may be designated by the Company.

5.2 You will devote whole time and shall pay attention to your duties and shall do all in your power to promote, develop and extend the business and policies of the company where you have been posted at present. You shall not directly be concerned or interested in any other business of like manner, which may conflict or cause harm with the business of the company.

5.3 You will perform your duties to the highest standards possible and with the utmost good faith, due diligence and skilled experience and shall always act in the best interest of the Company and in accordance with and on the lawful instructions or directions of the Company and subject to the practice, procedures and policies of the Company is/was in force from time to time.

5.4 You will be required to be available "ON CALL" and report to your place of work as per the Rules of the Company.

MANIKARAN EXCEL ILIKA JV



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5.5 The company at it's option for gross misconduct and/or negligence if, found at or during your service, curable/excusable, may show cause giving 15 day's notice and upon satisfactory reply thereof allow you to continue service but upon dis-satisfactory reply shall terminate you from service without being answerable in any manner. In case of such termination or for any other reason/ reasons specifically stated in other clause /clauses shall pay you the entire dues forthwith subject to the deduction of all loss/losses damage/ damages if found to have been caused at your end for the act of such misconduct /negligence, looking after the safety security and protection of the company as well as it's goodwill.

5.6 After the cessation of service either voluntarily or otherwise you shall not offer your services to any competitor of Manikaran-Excel JV or be directly or indirectly connected with any company dealing with similar business for a minimum period of Thirty Six Months.

5.7 On dismissal from your service for any cause involving misconduct, dishonesty, neglect or other such like nature the company shall not be liable to make payment of any amount in lieu of notice and may at it's option terminate your service at once. Any loss arising to the company on account of such misconduct, dishonesty, neglect or other such like causes, the company shall at liberty to realize appropriate compensation on that account, which you will bound to make good.

**6.0 Special Conditions:**

The Company shall have the right to terminate the employment without notice or Payment of compensation in any of the following events:

6.1 If the Employee is guilty of dishonesty or misconduct or commits any act which is likely to bring the company or its affiliates of the Company into disrepute, loss or damage in any manner whether or not such dishonesty, misconduct or act is/are directly related to the affairs of the Company or affiliate.

6.2 If the employee is adjudged bankrupt.

6.3 If the employee is discovered to have made or given to the Company any false statement or document testifying his ability or competence or relating to his state of health knowing that the statement or document is false.

6.4 If the employee is guilty of any serious misconduct or willful negligence in discharge of his duties hereunder.

6.5 If the employee becomes of unsound mind.

6.6 If the employee shall commit any serious or persistent breach or non observance of any of the stipulations of work.

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**7 General Conditions:**

7.1 On termination of service and prior to payment of any money due, You have to deliver to the Company all correspondence, Business Cards, Data, Equipment, Identity Card, Company Mobile SIM Card, Passwords and other things acquired by virtue of his engagement which may be in his possession or control.

7.2 In all other matters not specified above, you will be governed by the Staff rules and regulations of the Company as may be enforced from time to time.

7.3 The Company reserves the right to vary, amend, substitute, and delete the benefits contained herein and as contained in the Offer Letter.

7.4 Payment of all salary, allowances and benefits are linked to attendance at work. All unauthorized leave will also be deemed to be deducted from monthly pay. All payments are subject to rules and limits as may be applicable.

7.5 This is confidential document. You are strongly encouraged not to disclose or divulge the contents of this document to any person without express permission to do so.

7.6 If any loss or damage is caused to the company and/or its properties by your negligence or willful acts, the company reserves the rights to recover from your salary/dues, and amount equivalent to the loss or damage caused by you and you are always liable to indemnify the same.

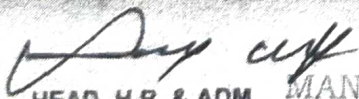
7.7 You shall be responsible for the safekeeping and return in good condition and order, all the Company's property which maybe in your use, custody or charge.

7.8 All disputes between you and the Company, if any, shall be subject to Kolkata Jurisdiction only.

7.9 On resigning from your post you need to provide a written notice of three months.

8 If the above terms are acceptable to you, please give your confirmation and acceptance thereof by signing below.

We look forward to welcome you to work with us.



HEAD- H.R. & ADM. MANIKARAN EXCEL ILIKA JV

Authorised Signatory

ACCEPTED:

PLACE:

**MANIKARAN EXCEL ILIKA JV**

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