

12 Sep 2025

Offer Letter**Dear Mohammad Harun,**

On behalf of AML RightSource India Private Limited (Company) it is my pleasure to confirm our offer of employment to you with our Company as **Manager - Client Delivery**. We are the leading technology-enabled managed services firm focused on fighting financial crime for our clients and the world, that values its employees. We will be looking forward to your onboarding on **6 Oct 2025**. You are required to report at our office located at:

4th Floor, Novus Tower, Plot 18, Phase 4, Maruti Udyog, Sector - 18, Gurugram - 122015, Haryana.

Following are the Terms and Conditions of the offer, which will be detailed in your Employment Agreement (provided during the first 10 days) after your joining.

1. Compensation:

- a) Your Annual Compensation (Total CTC) will be **INR 2141100** (Annual Net CTC – **INR 2181492**), which is further illustrated in the components under **Appendix A**.
- b) You may be eligible to participate in the Company's annual performance bonus plan applicable from time to time, where your performance is evaluated based on established parameters. You would be communicated of such plan whenever it becomes applicable to you. However, the payment of the performance bonus is at the discretion of the Company. Such a performance bonus is not to be construed as any statutory bonus payable under applicable legislation.
- c) The Cost to Company (CTC) will attract taxes and other deductions which are deducted at the source according to the statutory compliance.

2. Work Schedule

The company business hours can constitute working in a 24X7 environment which includes night shift. The work week is counted as 48 hours in a week and other extended hours as may be reasonably required to complete your business duties. Your weekly offs are standard with Saturday and Sunday but may get revised as per the client's requirements. The Company reserves the right to change your location to any other location of the Company or group company, depending upon work exigencies or deputation. If you are aligned in the night shift, you will be eligible to earn perks and additional meal allowance as per your level and entitlement.

The night shift allowance entitled for **Manager - Client Delivery** is **INR 15400** and night meal allowance is **INR 5845** paid on monthly basis. This is calculated for the number of days you will be present in office (any type of absence/leave/ holiday is excluded to be paid for night shift and night meal allowance).

3. Benefits:

You are entitled to benefits which includes multiple leaves categorized under Paid Time Offs, Casual Leave, Sick Leave, Holidays etc. You are also eligible for our Corporate Health Insurance Plan to provide the support for you and your family. The Company provides the benefit of transportation to and from the facility on a roster basis.

4. Taxes

Any liability to taxes under applicable laws on the Compensation and Benefits received by you in terms of your employment shall be solely your responsibility and the Company shall not be liable to pay the same to the concerned government authorities, except deduction of tax at source wherever mandated by applicable law.

5. Compliance & Policies

This offer is under the governance of the AML RightSource India Pvt Ltd policies which includes, but not limited to Global Handbook comprising Code of Conduct, Ethics, Confidentiality, Intellectual Property, IT Security etc. All policies are aligned to maintain the culture and discipline in the Company. You are required to adhere and adapt to confine these policies diligently. You are required to read and understand the contents of the Global Handbook available at HRMS Portal to familiarize yourself with the policies governing you and your work environment.

6. Probation

Your probation period starts from the Date of Joining and continues for 3 months provided that the Company may, in certain cases, extend the period of your probation for such further period or periods, not exceeding three months as it deems fit. During the probation period, the Company shall on a fortnightly or monthly basis evaluate your performance. The Company may, in its sole discretion, terminate your employment at any time, during the probation period, without assigning any reason therefor. The probation period shall continue until the Company confirms your employment in writing or terminates the Agreement forthwith during the probation period without assigning any reasons. During 1st month of Probation, you cannot avail any leaves or optional holidays unless defined critical circumstances discussed with HR.


Office: Gurugram

AML RightSource India Pvt Ltd
4th Floor, Novus Tower, Plot 18
Phase-4, Maruti Udyog, Sector-18
Gurugram - 122015, Haryana, India

Registered Office:

R. K Complex, 2nd Floor,
No. 152 KHB Colony,
Koramangala 5th Block,
Bangalore - 560095, Karnataka, India

Tel: +91-124-4367174**Email:** hr.ind@amlrightsource.com**Web:** www.amlrightsource.com**CIN:** U74995KA2021FTC149582

Signed by:

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**7. Training**

During the 1st Month of probation, you may need to undergo and successfully complete several training programs which are mandatory to be completed for audit purposes.

8. Termination:

Either you or the Company may terminate your employment, without assigning any reason whatsoever therefor, by giving **three (3) months** prior written notice or basic salary in lieu thereof, to the other. The termination by the Company shall, however, be subject to due process, as and if required under applicable Indian law.

The Company shall have right to terminate your employment forthwith, subject to due process, as and if required under applicable Indian law, in the circumstances of non-performance, breach of policy, breach of terms and conditions of your employment, physically or mentally unfit to perform duties, guilty of neglect, dishonestly, insobriety, misconduct, fraudulent conduct, criminal offence including moral turpitude or commit any act which, in the opinion of the Company, is contrary to the interests of the Company or its reputation

9. Background Verification:

The Company reserves the right to revoke the offer of employment or cease your services with the Company if the results of the background verification are found Positive, the company may ask for explanation which can lead to the termination of contract. The check includes the verification of your experience, qualification, addresses, criminal record, social media appearance and drug test, etc.

Please share the acknowledgement of this offer letter **within 48 hours**. We will be in touch with you shortly to initiate further steps for your smooth onboarding, post the acknowledgement of this offer. You may receive the link for pre-onboarding which includes mandatory submission of documents within the prescribed deadline.

We look forward to welcoming you aboard.

AML RightSource. Reimagining Compliance.

Warm regards,

Signed by:

Reetika Sood

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Reetika Sood

Director, Talent Acquisition APAC

AML RightSource, LLC

Acknowledged By

Name: Mohammad Harun

Signature:

Signed by:

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APPENDIX A

Components	Annually	Monthly
Basic	₹ 1070550	₹ 89213
HRA	₹ 535275	₹ 44607
Transport Allowance	₹ 19200	₹ 1600
LTA	₹ 90000	₹ 7500
Children Tution Allowance	₹ 4800	₹ 400
Children Hostel Allowance	₹ 7200	₹ 600
Meal Allowance	₹ 3600	₹ 300
Special Allowance	₹ 388875	₹ 32407
Gross (A)	₹ 2119500	₹ 176625
PF (Employee Contribution) (B)	₹ 21600	₹ 1800
PF (Employer Contribution) (C)	₹ 21600	₹ 1800
Meal Vouchers (D)	₹ 3600	₹ 300
Total Deductions (E) = {B + PT + D}	₹ 25200	₹ 2100
Take Home (A - E)	₹ 2094300	₹ 174525
Total CTC (F) = {A + C}	₹ 2141100	₹ 178425
Corporate Health Insurance (G)	₹ 40392	₹ 3366
Net CTC (F + G)	₹ 2181492	₹ 181791

Important Notes:

- PF contribution is 12% of Basic Salary. The employee has the option to choose either to restrict the PF contribution to 21,600 annually OR 12% of the basic salary. This flexibility is only applicable for Managers or similar and above designated employees. For additional PF, you can apply for Voluntary PF (VPF) by connecting with the HR. VPF is only an Employee's contribution.
- To avail VPF, the employee can submit a Form declaring the amount they wish to contribute, and it is deducted as a part of in hand salary.
- The Cost of Corporate Health Insurance is a benefit provided by the company and the cost is additionally covered in your current CTC. Check with HR for further details.
- The Transport Allowance is a part of Gross salary which is NOT being deducted for the transport services. This amount includes any other transport expenses, if required.
- Leave Travel Allowance (LTA) is a standard amount which can be utilized as a tax benefit after submission of necessary bills/tickets. The LTA policy will cover further details.
- Meal Allowance is currently optional. At the time of Onboarding, you will be asked to submit your option to avail or not.
- If the meal allowance has been opted, the amount will be reflected under the mentioned component and further deducted to be paid through Sodexo.
- If the meal allowance has not been opted, the amount will reflect 0 (zero). Opting meal allowance as zero is optional until the OSHW Act is mandated. Therefore, once the law is enforced the option selected zero will be auto considered as INR 300. Reviewing the option to select the best amount for meal allowance is applicable by every April each year.
- The deduction of Taxes shall be applicable as per the salary slab. Please ensure to submit the investment declaration proofs.

Warm regards,

Signed by:

Reetika Sood

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Reetika Sood**Director, Talent Acquisition APAC****AML RightSource, LLC**

Acknowledged By

Name: Mohammad Harun

Signature:

Signed by:



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