

STR/HR/APPT/Emp. Code - SL-TL-34

DATE: 25/10/2021

**Mr. Reeju P**  
**11-C, Veegaland Kingstown,**  
**Ambili Nagar, Kottakakam,**  
**Tripunithura, Cochin,**  
**Kerala - 682301.**

**Appointment Letter**

*Dear Ms. Reeju,*

With reference to your application and acceptance of our offer, we are pleased to inform that you have been appointed for the position of **Head Product Management** as a probationer at **Marketing Department** to look after the business and other works and responsibilities as would be assigned to you from time to time in our company. You will be paid a consolidated monthly net salary of **Rs. 75,000/-** and your Annual CTC would be **Rs. 10,00,600/- (Rupees Ten Lakhs Six Hundred Only)**, subject to deductions as applicable, the break-up of which is given in the Annexure II.

Your employment with the company is subject to your agreeing to the Terms, Conditions and Stipulations of employment attached herewith the annexure I.

Company for all legal and practical purposes shall mean Strathspey Labs.Pvt.Ltd.


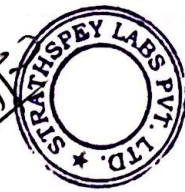
Your date of Appointment is effective from **25<sup>th</sup> October, 2021.**

We look forward to your continued contributions in business expansion with utmost diligence.

Please sign and return this letter as a token of acceptance within two days of receipt of the same.

Best Regards,

**For Strathspey Labs Pvt. Ltd.**

  
Director  


I have read and understood the terms and conditions enclosed (including the terms and conditions of the Annexure I) and am glad to accept them.

\_\_\_\_\_  
Acceptance Signature

Date:

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**Strathspey Labs Private Limited**

Mumbai : Raj Sadan (Ruia Building), Office No.1,  
3rd Floor, Kalbadevi Road, Mumbai - 400 002  
Toll Free: 1800-572-9199

Kolkata : 228 A, A.J.C Bose Road,  
Suite #8D, Kolkata - 700 020  
Phone : +91 33 4601 1804

CIN NO. - U36912MH2013PTC250720

Email : [info@strathspeylabs.com](mailto:info@strathspeylabs.com)  
[www.strathspeylabs.com](http://www.strathspeylabs.com)

**Annexure – I**

Set out herein below are the terms and conditions of your employment with **Strathspey Labs Private Limited**. You would also be bound by any terms and conditions outlined by the Company in the future.

**1. Designation / Department / Reporting:**

You are designated as **Head Product Management**. You shall be reporting to **Director** who shall be assigning the duties and responsibilities to you.

Your assigned headquarter is Hyderabad.

**2. Compensation:**

During the term of employment, you will be entitled to receive salary, reimbursements and allowances as per the terms set out in Annexure – II, attached hereto. Your compensation will be subject to deduction of tax in accordance with the provisions of Income Tax Act 1961 and other enactment in force from time to time.

Your Salary is strictly confidential between yourself and the Company. It has been determined based on numerous factors such as job role, skills-specified background and professional merit. This information and any changes made therein shall be treated as personal and confidential.

**3. Place of Posting:**

You are posted at **Hyderabad** headquarter.

**4. Transfer/ Deputation/Secondment:**

- (a) The Company may at any point of time, in its sole discretion, after giving you reasonable notice, depute, transfer or assign your services to any place of business of the Company that may presently be operating, or which may subsequently be acquired or established, in any part of India.
- (b) You may even be transferred and or newly appointed to Associate Companies and/or Sister Concerns. In such event, the terms and conditions governing your service shall be those applicable at the location of transfer.
- (c) In the event that you are deputed to such places as set out above, you hereby agree and undertake as follows: -
- (i) That you shall follow and be governed by the rules and regulations applicable in such places with respect to work timings, ethic, conduct, etc.
  - (ii) That you shall honor and abide by the requirements under the work permits/approvals/consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable Travel Program.
  - (iii) In event of transfer of services to other Regions, your Headquarter will be changed and such decisions would be binding upon you.
  - (iv) That in case of non-acceptance of your transfer/deputation/new assignment order as decided by the management, appropriate disciplinary action can be taken against your act of violation of the order.

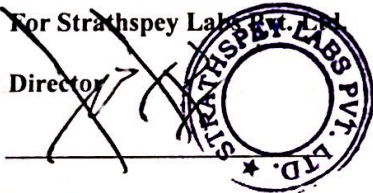
**Annexure II - Compensation Breakup****Name: Mr. Reeju P****Position: Head Product Management****CTC: 10,00,600/-**

Components	Monthly (INR)	Annual (INR)
Basic	30800	369600
HRA	7700	92400
Conveyance	1600	19200
Commission	35650	427800
Medical Allowance	1250	15000
Employer PF Contribution	1800	21600
<b>Total Fixed Component</b>	<b>78800</b>	<b>945600</b>
Health Insurance	0	7000
Mandatory Bonus	0	48000
<b>Total CTC</b>	<b>78800</b>	<b>1000600</b>
<b>Deductions</b>		
Employee PF	1800	21600
Employer PF	1800	21600
Professional Tax	200	2400
<b>Net Take Home</b>	<b>75000</b>	<b>955000</b>

**Note:**

1. Compensation components would be taxable as per the tax laws prevalent in India for the time being in the force.
2. The Company has the sole and absolute discretion to amend the compensation Package any time.
3. You will be eligible for P.F as per the applicable provisions of the E.P.F & Misc. Act 1952.
4. Other benefits if any will be provided as per the Management policy.

For Strathspey Labs Pvt. Ltd.  
Director

**Signature:****Place : Hyderabad**

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**Signature of the Employee**

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**Date**