



Date: 01 Aug 2025

Mr. MAHAVEER SINGH
Pila Bangla, Bhim Singh ka Katla,
Maha Mandir, Jodhpur,
Rajasthan 342001

Employee No: 3880997 Dear
Mr MAHAVEER SINGH

Appointment Letter

We are pleased to appoint you in our organization as ROW Officer subject to the following terms and conditions:

1. Your contract will commence from 01 Aug 2025 and expire on 01 Aug 2026 during which you will render services to our Client at their premises subject to the terms and conditions of the engagement letter executed by you on 01 Aug 2025 and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.
2. You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the services, in a professional manner, at the Client's location until the completion of the term of the work assignment.
 - ii. During the term of the work assignment, render services exclusively to the Client and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - iii. Not engage in any conduct which is detrimental to the interest of the Client or Team Lease.
 - iv. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by Team Lease.
 - v. Neither directly nor indirectly offers you for employment with the Client or its affiliates during the period of the work assignment without prior permission of Team Lease.
 - vi. Extend all cooperation to the Client's employees, consultants, representatives, etc, and do all such things as may be necessary and comply with all terms of the Appointment letter so as to effectively undertake the work.
 - vii. Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the Client.
 - viii. Comply with the safety, health and other rules and regulations of Team Lease and the Team Lease Client that you have been made aware of.
 - ix. During the course of your contract, you can be transferred to allocation within the territory of India as and when required by Team Lease for executing the services provided herein.
3. Should you be selected to perform the Work Assignment, the nature of your relationship with Team Lease will be that of a Contract of Service for a fixed period. By executing this letter of engagement neither do we offer you employment with Team Lease nor do you become an employee of Team Lease. Upon expiry or termination of the Work Assignment, your employment with Team Lease shall stand terminated forthwith.
4. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 30 days notice in writing or payment thereof.
5. Termination of this letter of engagement shall not affect the obligations of the parties' that have been incurred prior to such termination and Team Lease shall promptly settle all your dues after making the applicable deductions.
6. You agree to defend, indemnify and hold Team Lease or the Client harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.
7. Any dispute between you and Team Lease shall be referred to a sole arbitrator appointed by Team Lease. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act 1996, at Bangalore, Karnataka, India. This Engagement Letter shall be governed by the laws of India.
8. Details of your salary breakup will be as per the Annexure attached here in. You hereby authorize Team Lease to

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Team Lease Services Limited, CIN No: L74140KA2000PLC118395

Registered Office: 315 Work Avenue Campus, Salarpuria Ascent #77, Koramangala Industrial Layout, Jyothi Nivas College Road,
Ph : (91-80)68243000 Fax : (91-80)68243001 corporateaffairs@teamlease.com/www.teamlease.com



Make all salary payments required to be made to you by Team Lease including all reimbursements either by way of Cheque or by directly crediting the amounts to your bank account.

9. The salary payout will be made latest by 5th of the following month.
10. You will be entitled to an employer's contribution of Provident fund to the extent of 12% of your basic salary and applicable ESI contribution .You will also be covered under Medical and Accident Insurance and will be entitled to all other statutory benefits whichever is applicable during the contract period. It is hereby clarified that if you fail to submit the ESIC, PF, Gratuity nomination forms together with any other document as required under the applicable labour legislations, Team Lease shall not incur any liability with regards to any Claims under the said applicable labour legislations.
11. In addition to the terms contained herein, your relationship with Team Lease may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by Team Lease and you hereby agree to have read and clearly understood the terms of employment provided in the Service Rules, which is attached herein.
12. During your employment with Team Lease, if we find any irregularity or insufficiency in the documents submitted by you, this Appointment Letter would stand cancelled /revoked.
13. The nature of your relationship with Team Lease will be that of contract of service from 01 Aug 2025 to 01Aug 2026.Up on expiry or termination of the work Assignment, your employment with Team Lease shall stand terminated forth with.
14. Up on resignation or early termination of your fixed term contract, an amount of Rs.500 / (Rupees Five Hundred Only) shall be deducted from your full and final settlement towards the Alumni & Learning Fee. This Fee is towards Lifetime Access to the Team Lease Alumni App, where you will continue to have access to the Team Lease Learning portal to be able to access free courses. You will also get various job recommendations from our TL Connect Job portal basis your career interests .Additionally on the Team Lease App, you will also be able to view & download your Pay slips, Appointment letter, relieving letter, PF statement, Income Tax statement etc
15. "You shall not, either during or after termination of your employment with client give out to any third part by word of mouth or otherwise, the Proprietary and / or Confidential Information of the Company ,that shall in clued but not limited to all information, software (whether in object or source code), statistics, data, data base, knowledge, trade secrets, inventions, products detail, know-how, formula, processes, designs, drawings, charts, maps, concepts ,ideas, systems, project plans, business plans, client details, security information, any other creations of whatsoever nature, kind or description, organizational matters pertaining to company or our client .Further, you shall not at any time, whether during or after the period of employment, use such Proprietary or Confidential information or any part thereof, for your own benefit or for the benefit of any person, firm, company or other legal entity other that our client. This Non- Disclosure obligations enumerated above shall be binding on you at all times, irrespective of whether you continue to be employed by the company or not.
16. This appointment letter shall be co- terminus with the agreement we have with our client.
17. Upon joining, an amount of Rs. 399/ shall be deducted from your first month pay towards Assessment and Verification Fee. This will include Soft Skills Assessment along with a detailed Assessment report conducted at the time of joining, Suggested Skill building Certification courses along with access to Learning content on our Learning platform.

We at Team Lease would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant we would like you to add value to this process. Please return the copy of the Offer Letter enclosed after affixing your signature at the appropriate place on the Office Copy in token of your having read, agreed ,fully understood and accepted the terms and conditions of appointment . Please send across the signed acknowledged copy to ROPS Team, Bangalore Team Lease Address which is mentioned below. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, your assignment at Team Lease with the acceptance of your first salary from Team Lease will be conclusive proof of your acceptance in accordance of terms and conditions.

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Ph : (91-80)68243000Fax :(91-80)68243001corporateaffairs@teamlease.com/www.teamlease.com



Team Lease neither accepts any consideration in the form of any cash or kind nor supports any policy of accepting such consideration by any third party for providing employment to prospective candidates. In the event you have paid any such amount to any employee, Officer, representative of Team Lease kindly bring the same to the immediate notice of your superiors or report the same to Team lease through email or through the toll free number which is provide to you.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

For TEAM LEASE SERVICES LIMITED

Accepted and Agreed

(Authorized Signatory)

Signature and date:
Name: MAHAVEER SINGH

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Salary Annexure

Employee No: 3880997

Particulars	Amount
Basic	32320
House Rent Allowance	12928
Special Allowance	32704
Employer PF Contribution	3878
Insurance	538
Employee Compensation	60
Total Amount	81890
Amount In Words (Rs)	Eighty One Thousand Eight Hundred Ninety Rupees

Net pay annexure

EARNINGS	Amount
Basic	32320
House Rent Allowance	12928
Special Allowance	32704
Conveyance Allowance	1600
Medical Allowance	1250
Gross Earnings	80802
DEDUCTIONS*	Amount
Employee PF	3878
Total Deduction	3878
Net Salary	76924

*Income -tax deductions, if applicable, will be as per the Income-TaxAct, 1961

** Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable

Note: This statement is only for the purpose of information and is illustrative in nature

Mandatory Training Programme - Prevention of Sexual Harassment at Work Place - The Sexual Harassment of Women at Work place (Prevention, Prohibition and Redressal)Act2013(Act)

In accordance with the provisions of the above Act and the Policy of the Company to create awareness on prevention of sexual harassment at workplace, we urge you to undergo an online training programme, on the subject matter.

Please note that undergoing online training is mandatory for this engagement.

The **link** to undergo the programme and complete the evaluation is given below.

Link: <https://tconnect.teamlease.com/Learning>

The training programme shall be conducted on a regular basis every year. Please complete the training programme within 15 days of receipt of this letter, after which it shall be treated as a deemed confirmation that you have understood your responsibilities in ensuring a safe workplace.