

UNITED TYREKRAFTS PVT. LTD.

Gat No. 1087, Near Polybond India LTD., Sanaswadi, Talegaon Dhamdhere, Tal. Shirur,
Dist. Pune, Maharashtra - 412208 (INDIA) Tel +02137 616262 | Email: sales@unitread.co.in, pnv@uniiread.co.in

Appointment Letter

Date :31.05.2022

To

Mr. Sunny N Bhatkar

B 706, Oxy Prime,
Pune - Nagar Road Wagholi,
Pune - 412207

Mob No.: 98691 81215

Dear Sir

With reference to your candidature for suitable career opportunity in the organization and to our subsequent discussions, we are pleased to appoint you as **Senior Manager - Marketing** on the following terms and conditions:

Place of Posting:

This appointment takes effect from your date of joining which shaft not be later than **01/08/2022**. Your posting will be at Pune. However, during employment with the company, you may be posted / transferred to any of the offices / projects / divisions / departments/ units of the company or any of the Group Companies, associates or affiliates either existing or to be set up anywhere in India or abroad, without any additional remuneration.

Salary & Allowances:

Your Gross annual pay will be **Rs. 14,00,010 /-**, (**Rupees Fourteen Lakhs Ten only**) which will be inclusive of Basic Salary, Allowances, and other benefits more specifically detailed in Annexure 1 here to. in addition to the above mentioned Guaranteed cash components; You will be governed at all times by the policies, procedures and rules of the company related to the salary, allowances, benefits and perquisites which are specified in this appointment letter (including the annexure). Further, the company, at its sole discretion, may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.

Provident Fund Scheme:

You will be eligible to become a member of the Provident Fund Scheme immediately on joining, as per the rules in force from time to time. The company contribution under this scheme is fix at 12% of your basic with a matching compulsory contribution from you. You will be re submit necessary enrollment / transfer forms to the HR Department immediately joining.



Probation /Confirmation:

You will be on probation initially for a period of six months w.e.f the date of joining. While your performance during the probation period will be assessed for offering you a confirmed employment with the company, you will be deemed to be automatically confirmed if you do not receive a written communication to the contrary within three days of the due date for Confirmation. During the probation period either side will be at liberty to terminate this contract of employment by giving to the other one month's notice in writing or salary in lieu thereof. It shall not be necessary for either party to assign any reason for termination of the contract.

Medical Fitness:

Your appointment is subject to your being declared medically fit by a Medical Officer or by a registered medical practitioner specified by the company or otherwise The Management has the right to get you medically examined by any certified medical practitioner during the period of your service. In case you are found medically unfit to continue with the job, 30 days' time to regain your fitness will be given. In case you do not regain your fitness within the said period of 30 days, your services shall be liable to termination at the sole discretion of the Management

Duties and Responsibilities:

- i) Your duties are entirely supervisory in nature and the company will expect you to work with a high standard of initiative, efficiency and economy and encourage and motivate people under you to achieve optimum output. You will perform, observe and confirm to such duties, discretions and instructions assigned or communicated to you by the company and those in authority over you.
- ii) You will devote your entire time to the work of the company and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case. Contravention of this will lead to the termination of your service without any notice or any compensation in lieu of such notice.
- iii) You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.
- iv) You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential / secret nature, which may be your privilege to know by virtue of your being our employee.
- v) You shall keep confidential all the information and material provided to you by the company or by its clients concerning their affairs, in order to enable the company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the company. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.
- vi) You will disclose to us forthwith and discover, invention, process or improvement made or discovered by you while in our service, and such discovery, invention, process or improvement shall belong absolutely to and be the sole and absolute property of the company. If and when required to do so by the company, you shall at the company's expense, take out or apply for Patent, Licenses or other rights, privileges of protection as may be directed by us in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the



same and all benefits arising in respect thereof in our favour or in favour of such other person or persons, firms or companies, as we may direct as the sole beneficiary thereof you will not enter into any commitments or dealings on behalf of the company for which you have no clear authority nor alter or be a party to any alteration of any principle or policy of the company or those in authority over you.

- vii) You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damage of all such materials from you and to take such other action as it deems proper in the event of your failure to account for such material or property its satisfaction.
- viii) You will work under the supervision of such officers as may be declared by the management from time to time. You shall diligently and satisfactorily carry out instructions given to you by your superiors in connection with the work assigned to you to the best of your potential, skill and ability.
- ix) Your hours of work and shifts shall be regulated to suit the duties entrusted to you from time to time. You will record your attendance in the manner prescribed from time to time.

Termination of Permanent Service:

- x) You will automatically retire from the service of the company on attaining the superannuation age of 58 years.
- xi) If you absent yourself without sanctioned leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily abandoned your service without giving notice unless you resume your duties within 8 days from the commencement of such absence and provide explanation to the satisfaction of the Management for such absence.
- xii) Your services are liable to be terminated without any notice or salary in lieu thereof in case of misconduct, including loss of confidence arising out of reasonable suspicion of misconduct, disloyalty, commission of an act involving moral turpitude and act of indiscipline or inefficiency.

During the six (6) months probationary period and any extension thereof (the probationary period), either party can terminate this employment without assigning any reason, by either giving to the other party thirty (30) days' prior written notice during the probation period or by paying salary in lieu of notice.

And after confirmation, either party may terminate the contract with a 90 days' notice. 'Whereas the company reserves the right to request service of notice or pay salary in lieu of your notice period. Waiver or payment in lieu will be at the sole discretion of the company.



Relieving from duty & dues payment

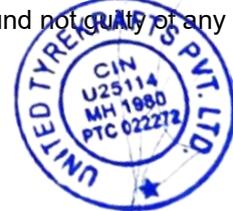
The employees on their resignation or termination have to handover all their work responsibilities and related documents duly updated till date. They also need to get clearance of both work & monetary issues from all other departments of the company.

The management shall clear the dues / benefits of the employee only after completion of the above to satisfaction and in writing.

Failing to do the above, the management reserves the right to withhold the dues or benefits even forfeit the same

General:

- i) You may be selected and sponsored by the company for familiarization/training assignments with our technical collaborators or any other institutions/organizations in India and/ or abroad, You will diligently and beneficially take part in the training and such assignments, The cost of such training including the travel fare and related expenses will be borne by the company subject to arrangements to be drawn up and signed by the company and you specifying minimum numbers of years you will serve the company after such training and providing for payment of liquidated damages by you to the company proportionate to the years of service remaining to be rendered, in the event you voluntarily terminated the contract of service or this appointment, as the case may be, prior to the expiry of the agreed period of the agreed period of service referred to herein above.
- ii) You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time
- iii) Your age mentioned in the Matriculation/Higher Secondary Certificate will be deemed to be the conclusive proof of your date of birth.
- iv) You will intimate in writing to the Management any change of address within a week from change of the same, failing which, any communication sent on your last recorded address shall be deemed to have been served on you.
- v) You will hand over the charge of letter of Authority or Power of Attorney issued to you or any property/material of the company in your possession at the time of cessation of your service with the company.
- vi) The present designation is subject to change depending upon work assignment from time to time.
- vii) You shall be required to sign and abide by the Rules and Regulations which the Company has at this level and shall undertake to sign such declarations that the policy may demand from time to time
- viii) You may be placed under suspension pending enquiry into the charges of misconduct or otherwise. During this entire period of such suspension, you will be paid a suspension allowance at the rate 50% of the last drawn monthly salary (Basic + Allowances). If, however, the enquiry officer records that the said enquiry is being delayed due to any act, deed or conduct on your part, the said suspension allowance will be reduced to 30% of the last drawn salary. The salary for the suspension period will be paid to you on if you are found not guilty of any of the charges for which you were suspended otherwise.



- ix) You will be eligible for 24 days of leave per year including PL and Casual (1st Jan to 31st Dec) eligible on completion of 240 working days. Grant leave will depend upon the exigencies of work and shall be at the discretion of the management. Before proceeding on leave, you will have to apply for leave on the prescribed form to the appropriate authority and seek the prior sanction of leave. Similarly, for extension of leave an application will have to be made in writing, well in advance so as to reach positively before the expiry of leave originally granted. You will have to write your address during the leave period. Mere submission of application will not mean that leave has been sanctioned.

In case particulars mentioned in your application are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

Acceptance letter and all future correspondence should be addressed confidentially to:

UNITED TYREKRAFTS PVT. LTD.
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It shall be your responsibility to pay all taxes as applicable by govt, rules TDS on salary shall be deducted & remitted to govt, as per applicable rules from time to time.

The Appointment is subject to Pune Jurisdiction.

Please note that your terms of employment (Including the remuneration) should be treated in strict confidence.

We look forward to your joining our team for a long, successful and mutually beneficial association.

Sincerely Yours,

For United Tyrekrafts Pvt. Ltd.




Signature of employee

Date of Joining
01/08/2022.

Acknowledgement & Acceptance

I have read and understood the above terms and conditions and hereby signify my acceptance of the same I would be joining United Tyrekrafts Pvt. Ltd. From **01/08/2022**

SIGNATURE: 

This letter of appointment shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

Following is a checklist mentioning the necessary documents to be submitted on the Day of joining.

In order to expediate the joining formalities/process, we request to carry the documents along with a photocopy with you on the date of joining for verification

- Xth (SSC), XIIth (HSC), Graduation, Post-Graduation Mark-sheets and Certificates
- Birth-date Proof (School Leaving Certificated or any of the documents mentioned herein above)
- Driving license or passport copy (For Identity Proof)
- PAN card copy.
- Relieving letter of the previous Employer
- Last Pay-Slip (If not submitted before)
- A cancelled cheque
- 4 passport size photographs in Navy Blue Background
- If you are opting for Conveyance Re-imbusement (Own Car), then Registration papers of the four wheeler and the Vehicle papers.



ANNEXURE 1	
SALARY ALLOCATION PLAN	
	Sunny N Bhatkar
	Senior Manager - Sales & Marketing
A	Bifurcation
	BASIC 40833
	HRA 24858
	DA 19886
	LTA 14965
	SPL.ALL 6500
	PERFORMANCE ALL 5500
	GROSS 112542
B	ADDITIONAL DEDUCTIONS WILL BE AS PER RULES
	YOUR CONTRIBUTION OF PF 1800
	PROFESSIONAL TAX 200
	SUBSIDIZE CANTEEN FACILITY 780
	TOTAL 2780
	IT 0
	<u>TOTAL DEDUCTION</u> 5560
C	ADDITIONAL BENEFITS PER MONTH
	PF CONTRIBUTION 1950
	SUBSIDIZE CANTEEN FACILITY 0
	BONUS PAYMENT AS PER THE BONUC ACT 0
	GRATUTIY PAYMENT AS PER THE GRATUITY ACT 2088
	TOTAL 4038
	MONTHLY CTC (A+C) 116580
	PERSONAL ACCIDENTAL POLICY (YEARLY) 1050
	<u>ANNUAL CTC</u> 1400010

TDS AS APPLICABLE AS PER THE LAW

