

WORKS :

Plot No. A - 20, MIDC, Indl Area, Lote Parshuram.

Tal. Khed, Dist : Ratnagiri, Pin code - 415722,

MAHARASHTRA, INDIA.

Telephone : +91-2356 - 273034 / 273035

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vinlote@vinatiorganics.com.

**VINATI
ORGANICS
LIMITED**

ISO 9001 - 14001 & 18001 Certified



PAN NO. : AAACV6538K

GSTIN/UIN: 27AAACV6538K1ZX

CI. N. NO.: L24116MH1989PLC052224

Ref. No. : VOL/LOTE/HR/2025

Date: 08.10.2025

Mr. Sudarshan Madhukar Desai
At. - Dabhil, Post - Lavel,
Tal. - Khed,
Dist. - Ratnagiri.

Sub: Appointment as a Trainee Project EngineerDear **Mr. Sudarshan,**

With reference to your application & subsequently had interview with us, we are pleased to inform you that you are appointed as a **Trainee Project Engineer - Project (Prod.) Dept. w.e.f. 08.10.2025** on the following terms and conditions :-

1. You will be on training period of **One Year w.e.f. 08.10.2025**. The Company will be the sole judge of nature, mode, method and time of training. Your traineeship automatically expires on **07.10.2026**.
2. During the period of training the company will give you a **Stipend of Rs. 20,000/- (Rupees Twenty Thousand Only)** per month provided you show adequate aptitude for learning and your conduct is satisfactory. No other allowance or benefits shall be payable to you.
3. The Company reserves the right to terminate your services without assigning any reason during the training period.

4 Location, Transfer and Deputation :

Initially you will work at our **Lote** plant. However during the course of your employment with the Company, you will undertake all types of work entrusted to you from time to time. Initially you will work at our **Lote** plant. However during the course of your employment with the Company shall have the right to transfer and/or depute you to any department, branch, unit, sister concern ancillary unit and/or from Lote factory to the Head Office and vice versa and/or from one place to another within India or outside the country, which may be existence today or which may come into existence in future.

5 Medical Fitness :

Your appointment is subject to your being found medically (mentally and physically) fit. In case at any time during the course of your employment with us, it is found that, you are not medically fit to discharge your duties efficiently, the company can ask you to get medically examined by the Company's Doctor and if, as a result of such examination, you are not found fit, you will be discharged from services.

CORPORATE OFFICE :

Parinee Crescenzo, "G" Block, 1102, 11th Floor
Plot no. C-38-39, Behind MCA, Bandra Kurla Complex,
Bandra (East), Mumbai- 400051.
Maharashtra, India.
Tel. No.: +91-22- 61240444 / 61240428
Fax no.: +91-22- 61240438
Email : vinati@vinatiorganics.com

REGD OFFICE :

B-12-13/1, MIDC Industrial Area, Mahad - 402309
Dist. : Raigad ,
Maharashtra, India.
Tel. No.: +91-2145 - 232012 / 14
Fax no.: +91-2145 - 232010
Email : vinmhd@vinatiorganics.com

6 Confidentiality and Secrecy:

- (i) Being in such a responsible position, the Company expects highest degree of confidentiality and secrecy from you. During the course of your employment with the Company, you are likely to gain access to and possession of confidential documents and/or confidential information relating to the Company. Confidential information includes any secret technical information, knowledge, processes or details of any process (whether patented or otherwise), methods of manufacture or other trade secrets or documents that may be obtained by you during the course of your employment and in relation to the business affairs, processes, patented or otherwise, owned by the Company or in relation to processes held in trust for the Company or in respect whereof the Company is a licensee, sub-licensee or agent or which may come into your possession or custody or which you may acquire during or in the course of your employment with the Company.
- (ii) You shall not, at any time during the continuance of your employment, or after your separation make any use whatsoever for your own or any other purpose or purposes, any information, knowledge or know-how that may be obtained by you directly or indirectly during the course of or incidental to your employment in relation to the Company's working, business affairs, processes or products patented or otherwise owned by the Company or in respect to processes held in trust for the Company or in respect whereof the Company is a licensee, sub-licensee or agent.
- (iii) Any improvements, inventions and discoveries (whether patented or otherwise) including the areas of products, industrial designs, models and copy rights which you may make either alone or in conjunction with any other person during your employment with the Company shall faithfully be communicated by you to the Company and shall become the sole and exclusive property of the Company and the Company shall be entitled without any payment to you to use the same during the continuance of your employment and at all times thereafter. You shall not make use of such improvement, invention or discovery for your own benefit or for the benefit of others either during the continuance of your employment or at any time thereafter.
- (iv) You will treat all matters relating to the Company in strict confidence and not disclose/divulge to any outsiders or fellow employees any such confidential information except with the prior written authorization of the Company.
- (v) You acknowledge that your obligations relating to confidentiality survive the termination of your employment and you will be liable to pay damages and be subject to appropriate legal action for any breach of the aforesaid obligation.
- (vi) You shall keep and render faithful account of all properties, drawings, equipment's, formulae, etc. of the Company entrusted in the course of your employment with the Company. After your resignation or termination from services you are liable to give proper account and charge of the same.

- 7 You will not use Company's any systems, including, internet for personal work.
- 8 You will attend and participate in any training programmes, mock trials and other programmes organized by the management.
- 9 During the period of employment you shall devote your whole time for the work of the Company and will not engage yourself, either directly or indirectly in any other employment, business, profession, work of any nature, either for remuneration or otherwise.
- 10 You will do jobs, functions and duties assigned to you from time to time and thus agree for multi-skilling in work. You should be safety conscious and take all safety precautions and use safety wear. You should also maintain proper housekeeping of your workplace and its surroundings.
- 11 Your work timings will be suitably adjusted and you will work on any weekly off or any holiday as per the requirement. You will work in any shift and continue to work in the next shift as and when required as per the instructions of your superior. Your shift/shift timings and weekly off may change as per the requirement.
- 12 Except for the service conditions expressly provided herewith, you will also be governed by the Service Rules and Regulations of the Company as framed from time to time.
- 13 The particulars given by you in the Company's employment form and your application are deemed to be true and correct. However, in case, at any time, any information is found to be incorrect, the company will be within its rights to terminate your services at any time, without any notice and assigning any reasons thereof.
- 14 Your address as indicated herein shall be the correct address for sending all communications to you. Unless otherwise intimated in writing by you, communications addressed to you at the address given in this letter shall be deemed to have been duly served.
- 15 **Resignation :**
- Either side shall be at liberty to determine the service at any time without assigning any reason by giving 30 days prior notice in writing in that behalf. During such notice period, if any, you will not be entitled to avail any kind of leave.
- 16 **Determination of employment :**
- a. Without prejudice to any of the rights and remedies which the Company may have against you the Company shall be entitled to terminate your employment forthwith without giving any notice whatsoever or payment in lieu thereof or any compensation, in case of loss of confidence, any act of non compliance with respect to the rules of the Company, acting against the interest of the Company, for any act of dishonesty or incompetence in the discharge of your duties, or the breach by you of any of the terms of your employment, furnishing incorrect and/or false information at the time of employment or thereafter or if you are involved in any criminal acts or if it is found that you had been involved in any criminal act(s) in the past, which fact you have suppressed/concealed from the Company.

- b. Further, in case of insubordination, misconduct, theft of Company's property, gross negligence or avoidance of work, continuous absence from duties beyond 10 days without information, disobedience of superior's instructions, criminal act, etc. Company can terminate your services by giving 24 hours notice.

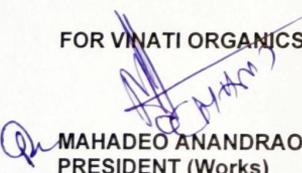
17 Consequences upon Separation:

- (i) Upon separation or determination of your employment with the Company for any reason whatsoever, you shall immediately:
- a) handover charge to such person or persons as may be nominated by the Company in that behalf and
 - b) surrender to the Management or its nominated/authorised representative all original or the copies of business documents, blueprints, reproductions or any data, tables, calculations, diaries, notes or books and correspondence either addressed to you by the Company or received by you for and on behalf of the Company and all items belonging to the Company, (e.g. software, data carriers, cell phone) and other documents, records, property and effects of the Company as may be in your possession or custody pertaining to or connected with the business of the Company or any subsidiary, associate or affiliate of the Company.
 - c) If required by the Management to do so, surrender such documents and items any time even during your term of contract/employment with the company.
 - d) Without prejudice to the Company's other rights and remedies, the Company shall be entitled to deduct from your emoluments, if any herein, the amount of any claims which the Company may have against you.

- 18** If at any time during the course of your employment should you receive any gifts/presents/articles from the vendors or other persons dealing with the Company all such gifts/presents/articles shall be surrendered by you to the Company forthwith.

- 19** This appointment letter is valid only on positive background verification as per the Company Standards.
Please sign the duplicate copy of this letter in acceptance of the above terms and conditions and return the same to us.

FOR VINATI ORGANICS LIMITED


MAHADEO ANANDRAO MAHIMAN
PRESIDENT (Works)

I accept this letter of appointment and shall abide by the conditions mentioned therein.

Name : Mr. Sudarshan Madhukar Desai

Sign: 