

Employment Agreement

Date: 01 July 2019

To,
Sunaina,
Designation: Medical Scribe Trainee

It is our pleasure to welcome you as a **Medical Scribe Trainee** at **IDS InfoTech Limited**. In this position, you will directly report to **Faiz Ahmed Farooqui** beginning 01 July 2019. In this respect, you are required to sign standard terms and conditions of employment as detailed in **Annexure A** and a standard **Confidentiality Contract**.


Your remuneration package (Cost to Company) will be **Rs.4,50,004/- per annum**. The necessary break-up is as stated in **Annexure B**.

- **Take home Salary:** Your take home salary would be **Rs.3,84,000/- per annum**.
- **Standard Deductions:**
 - **Food allowance:** A food allowance of Rs.18,000/- per annum. Opting out of this will not result in monetary benefit.
 - **Medical insurance:** Company pays nearly Rs.3,000/- per annum (included in the package) as installment for an insurance sum of Rs.2,00,000/-. Opting out of this will not result in monetary benefits.
 - Provident Fund, Professional Tax, Income Tax and other statutory payments as per Indian Government Laws.
- **Indemnity Clause:** IDS Infotech will be investing considerable sums of money in training and enhancing the skill sets of the Employee. In consideration of the training and enhancement of skill sets that the Employee will receive from the Company, the Employee agrees to serve in the employment of the Company for a minimum period of 12 Months from the date of execution of Employment Agreement. Accordingly, if the Employee (i) fails to complete the Minimum Term; and/or (ii) fails to perform his/her obligations under the Employment Agreement, the Employee shall pay the Company a sum of Rs. 2,50,000/- (Rupees Two Lakh Fifty Thousand only) as liquidated damages suffered by the Company thereof.

Please note that this employment agreement is contingent upon satisfactory personal references and background check being obtained. We reserve the right to withdraw this employment agreement, if personal references and/or background check information are not provided or the results are deemed unsatisfactory.



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Director Corporate Relations
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Bareilly



Your Response

We welcome you into the IDS InfoTech family. If you wish to accept this, please sign where indicated below and return one copy of the agreement.

This letter contains all of the terms of your offer of employment and supersedes any prior communications relating to your employment.

For IDS Infotech India Private Limited

Sarwar Imam

(Senior Manager Operations)

For IDS Infotech India Private Limited

Apoorva Sahu

(Chief Financial Officer)

I accept as it stands

Sunaina

Date: 01 July 2019

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Salary Break-up: Annexure B

SALARY COMPONENTS		
PACKAGE	ANNUAL	MONTHLY
Basic Salary	350000	29,167
House Rent Allowance	52000	4,333
Car Allowance	0	0
Food Allowance	18,000	1,500
Leave Travel Allowance	20000	1,667
Special Allowance	10000	833
Gross Salary (A)	450000	37,500
Other Benefits		
Provident Fund (Employer's contribution)	0	0
Provident Fund (Others)	0	0
Total Other Benefits (B)	0	0
Total Bonus (C)	0	0
CTC - Gross Salary (A + B + C)	450000	37,500
DEDUCTIONS		
PF (Employee contribution)	0	0
Food Deduction	18,000	1,542
PT	2,500	208
Performance Linked Bonus	45,500	
Total Deductions (D)	66,000	5,500
Net Salary Monthly Salary (A - D)	384,000	32,000

NOTE:

- Provident Fund, Professional Tax, and other government payments will be deducted as per regulatory norms.
- Income Tax (TDS) will be deducted as per Indian Income Tax Laws.
- Health Insurance and Food Deduction will be as per Company Policies.


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