



10<sup>th</sup> February 2020

Ms. Kavita Kanojia

OFFER LETTER

Dear Kavita Kanojia ,

Welcome aboard Asahi India Glass Ltd!

With reference to your application and subsequent interview, we are pleased to offer you employment in Asahi India Glass Ltd as a **Sales officer**. You will be paid a **consolidated, all-inclusive of Rs. 3,00,000 per annum**.

At the time of confirmation, you will be issued a formal appointment with the employment terms. On acceptance of the offer letter, you will have to sign a CTSA (Confidentiality & Trade Secret Agreement) and a **bond of two years** to work with Asahi India Glass Ltd. You will be bound by its terms. Non-Compliance on this will amount to paying the salary of remaining months to the employer by the employee.

You may Eligible for the leaves as per the company's policies. In case, leave is taken for some reason beyond control, a pro rata deduction will be made. Any genuine leave taken on account of illness or attending the jury will be considered by the management.

You are requested to join the company on or before **9<sup>th</sup> March 2020**.

Please revert to us with your acceptance to this offer letter within 2 days.

Looking forward to your joining Asahi India Glass Ltd, the best float glass in the country.  
With best wishes,

For Asahi India Glass Ltd

A handwritten signature in black ink that reads 'Sourabh'.

Sourabh Shukla

Section head HR

A handwritten signature in black ink, appearing to be 'S. P. Singh'.

Director Corporate Relations  
Invertis University  
Bareilly

A handwritten signature in black ink, appearing to be 'S. P. Singh'.

Registrar  
Invertis University  
Bareilly