

BOTLAB DYNAMICS PRIVATE LIMITED

5C1, 5th Floor, Tower C
R&I Park, IIT Delhi, Hauz Khas
New Delhi - 110016
CIN: U35990MP2016PTC041166
GSTIN: 07AAGCB8552K1ZB



Ref No.: BLD/2025-26/June/111

Date: 26th June, 2025

Offer Letter

Dear Deepanshu,

Congratulations!

We are pleased to offer you the position of a **Video Editor** at BotLab Dynamics Pvt Ltd. Please review the summary of the offer terms and conditions for your prospective employment with us:

Probationary Period:

This is a full-time position with an initial **3-month probationary period**. During this period, both you and BotLab Dynamics will evaluate the suitability of the role. If the company decides to discontinue your employment within this probationary period, reasonable notice will be provided in accordance with the BotLab Employment Agreement.

Conflict of Interest:

While employed with the company, you agree not to engage in any employment, consulting, or business activities (full-time or part-time) that could create a conflict of interest with the company. By signing this agreement, you confirm that you have no existing contractual commitments or legal obligations that would prevent you from fulfilling your duties in this role.

Compensation:

Your annual salary will be **INR 3 Lakh**, payable in accordance with the company's standard payroll schedule. This compensation is subject to adjustments according to the company's employee compensation policies, which may be revised from time to time. Information pertaining to your salary is strictly confidential. **Disclosure of salary details to others will result in strict disciplinary action including termination of services.**

Work Hours and Leave Policy:

The company operates on a six-day workweek, from Monday to Saturday, with office hours from 10:30 AM to 6:30 PM. Sundays and public holidays (as per BotLab Dynamics) are designated as off days. All Saturdays are considered working days except the last Saturday of each month, which is a non-working day. Flexible working hours of 5 to 8 hours will apply on working Saturdays.

Office Location:

E115, Okhla Phase 3 Rd, Okhla Phase III, Okhla Industrial Estate, New Delhi, Delhi 110020

Termination-Policy:

The company reserves the right to terminate your employment at its discretion. If your employment is terminated for reasons other than just cause, you will be provided with a minimum notice period of two months. However, if you are found to be involved in any illegal activities, misconduct, or actions causing harm to the company or against its interests, your employment may be terminated immediately without compensation. If you choose to resign, a **60-day notice period** is required to facilitate a smooth knowledge transfer.

Proprietary Information and Inventions Agreement:

As a condition of your employment, you will be required to sign the Company's standard Proprietary Information and Inventions Agreement (Non-Disclosure Agreement, NDA), applicable to all employees.

Privacy Policy:

You must adhere to all company privacy policies and procedures, which may be updated periodically. The collection, storage, access, and dissemination of employee personal information will be handled in compliance with applicable privacy legislation.

Amendment or Modification:

The agreement may only be amended in writing, and such amendments must be signed by both you and an authorized company officer. Verbal agreements or modifications will not be valid.

Date of Joining:

Your expected start date is on or before 1st July, 2025.

To accept this offer, please sign and date this agreement within 2 Days. Once accepted, BotLab Dynamics Private Limited, Delhi, will provide you with the necessary paperwork and company policies.

Thank you and best of luck!

Authorized Signatory,

Anuj Kr. Barnwal



**For BotLab Dynamics Private Limited
Anuj Kumar Barnwal**

28/06/2025