

APPOINTMENT LETTER & EMPLOYMENT AGREEMENT

IPAC6607

Date: **08-04-2026**

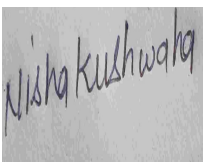
Dear **Nisha Kushwaha**,

Welcome to Indian PAC Consulting Pvt. Ltd. (I-PAC)!

It is our pleasure to appoint you as **Support Executive** at I-PAC or in any such capacity as the management shall from time to time determine. The terms contained in this Employment Agreement are in consonance with the Organization's policies and are subject to changes at any time by the Management. In the event that any changes are necessitated, you shall be duly notified in writing.

1. APPOINTMENT

- i. This Employment Agreement is effective from **23-03-2026**, which is also your date of appointment. This is a fixed-term position for a period of **11 months** or until the project requirements are met, whichever is sooner.
- ii. You will be on probation for an initial period of 90 days from the date of your appointment. Your appointment shall be confirmed and communicated to you in writing on the completion of the probation period. Unless confirmation is communicated in writing, your probation period is deemed to be extended for a time period as considered appropriate by the Management.
- iii. You agree to be transferred from one profile/role to another or from one department to another within this office or any other establishment or branch office of I-PAC anywhere in India, whether existing at present or to be set-up in the future. In such a case, you will be governed by the terms and conditions of service as applicable to the new assignment.
- vi. I-PAC believes in a strong commitment to our internal and external stakeholders. You are expected to be flexible in your work hours at I-PAC keeping in mind organizational requirements and deliverables.
- v. Your appointment at I-PAC is subject to your successful completion of all curricular requirements as laid down by the University/Institution for the award of the degree/diploma and further subject to successful completion of documentation and background verification of all the previous employments (if any) and any other requirement as specified by I-PAC for your role.



Registered as- Indian PAC Consulting Pvt.Ltd.
CIN -U74999WB2015PTC253397
Registered Address: Godrej Water Side, Tower 1,
11th Floor, Unit No. 1102 & 1103, Plot No. DP-5,
Sector V, Salt Lake City, Kolkata, West Bengal, India, 700091

2. EMOLUMENTS

- i. Your Cost to Company (Maximum CTC) is of Rs. **3,58,848** per annum which is inclusive of Fixed Component.
- ii. The Fixed Pay amount shall be payable on a monthly basis as per the Organization rules. The payments made to you are subject to tax deductions at source as per Income Tax Act, 1961.
- iii. Your salary will be reviewed periodically as per the Organization's policy. Changes in your compensation are subject to the discretion of I-PAC and will be subject to and be based on your effective performance and results during your employment and other relevant criteria.

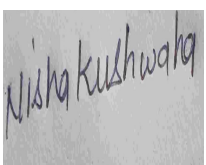
3. OTHER BENEFITS

You will be entitled to the following:

- i. Leaves as per the Leave Policy of the organization.
- ii. For Perquisites, if any, as applicable to your band/level or based on functional requirements as determined by I-PAC.
- iii. Provident Fund Scheme as per the Government rules and Organization's policies, Organization's rules subject to any statutory enactment will be followed and you would have to comply with the same.
- iv. Other benefits including gratuity, accidental insurance, telephone allowance, food allowance, etc. as mentioned in Annexure II of this agreement.

4. ROLE AND RESPONSIBILITIES

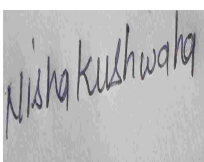
- i. In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure results. In this connection, you are required not to engage in activities that have or will have an adverse impact on the goodwill, operations, and reputation of I-PAC, whether directly or indirectly. There may be times when you will be required to work extra hours depending on operational requirements.
- ii. You may be required to undertake travel for work purposes for which your travel will be arranged on the expenses of the organization.
- iii. You acknowledge that business activities of I-PAC and its clients involve compliance with the Indian Information Technology Act, 2000 read with the Information Technology (Sensitive Personal Data or Information) Rules, 2011, and similar applicable data protection/ privacy enactments across the jurisdictions it operates. While discharging your obligations you undertake to ensure compliance of the applicable data protection/ privacy laws.



- iv. We at I-PAC are committed to ensuring 'Integrity' in all aspects of our functioning. You are required to comply with the policies of I-PAC as they form an integral part of the terms of employment. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are framed, modified and updated on a periodic basis and new policies may be introduced and notified to employees from time to time whereupon you will be required to comply with the same.
- v. Consistent with the above-mentioned rules, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of I-PAC Leadership.

5. TERMINATION OF SERVICE

- i. The organization or you may terminate this appointment by giving up to a period of **7 days'** notice during probation and **7 days'** notice in case of confirmed employees in writing or via electronic mail (e-mail) stating a clear reason for doing so. The Organization reserves the right to recover from you, fixed CTC in lieu of the whole or part of the notice period in case you don't agree to serve the notice period as required.
- ii. The Organization reserves the right to terminate your employment with or without notice or notice pay, in the event of severe cases of disciplinary issues.
- iii. Notwithstanding anything to the contrary set forth herein, the Organization reserves the right to terminate your employment with the Organization, without notice or notice pay, in the event you take up employment with any other Organization or start your own Organization in the course of employment with I-PAC.
- iv. **Exclusivity of Employment:** During the course of your employment with the Organization, you will not be permitted to work for remuneration for any other organization, firm, etc. either part-time or full time, or engage yourself in any selfemployment or undertake any full-time course of study without prior written consent. Any violation of this clause will lead to the termination of your employment with immediate effect without any notice period.
- v. **Confidentiality of Salary and Benefits Information:** Employees are prohibited from discussing their salary or salary bands and organization benefits with other employees or third parties. Such information is confidential and may not be discussed in the workplace. Any employee violating this policy will be considered to have committed a breach of confidentiality and will be subject to disciplinary action, up to and possibly including termination of employment.
- vi. **Disclosure of Confidential Information:** You shall not at any time without the consent of the Organization's management disclose, divulge or make public except under legal obligations any of the processes, accounts, transactions, and dealings of the Organization, whether the same be confided or become known to you in the course of employment or otherwise, failing which the Organization can initiate necessary disciplinary action as per rules. You shall be bound by the provisions of the NonDisclosure Agreement (NDA), signed by you at the time of joining the Organization.



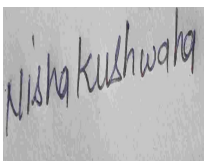
- vii. **Integrity Issues:** In case you are found to be guilty of material breach of your duties or obligations, or commit breach of trust, or gross indiscipline or misconduct, or fraud, or breach of confidentiality, or commit breach of the Organization's policies or any of the terms and conditions set forth herein, the Organization reserves the right to terminate your employment with the Organization forthwith or with such notice as it deems fit, and without any obligation to pay notice pay.
- viii. **Absconding from Service:** In the event of your continuous absence for a period of 3 (three) days or more without permission of your reporting manager or team leader from the management, you will be issued a show-cause notice and you will be expected to reply within the next 48 hours. Failure to reply to the show-cause notice will lead to your termination from the date of abscondment.
- ix. Accumulated Privilege Leave, Casual Leave or Sick Leave will not be encashed during service or at the time of termination.

6. NOTICE PERIOD/RESIGNATION

- i. In case of voluntary resignation from this employment, employees are required to serve as the case may be "**7 Days**" prior written notice during the probationary period and **7 Days**" prior written notice after confirmation of employment.
I-PAC reserves to recover salary in lieu of notice period or to accept any compensation in lieu of the same. Further, I-PAC may at its discretion relieve you from such date as it may deem fit during the notice period. However, if the management requires the employee to continue the employment during the notice period, the employee shall be obliged to do so.
- ii. You are not entitled to deliberately avail leaves (Privilege or Casual) during the notice period to shorten the notice period.
- iii. Accumulated Privilege Leave/Casual Leaves or Sick Leave will not be encashed during service or at the time of retirement or resignation.

7. CONFLICTS OF INTEREST

- i. You are required to engage yourself exclusively in the work assigned by I-PAC and shall not take up any independent or individual assignments (whether part-time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of the management.
- ii. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of I-PAC.
- iii. This also refers to the requirement on your part, during the period of your employment and for a period of 2(two) years from the cessation of your employment with I-PAC (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:



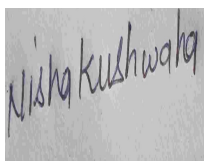
- Any employee of I-PAC to terminate their employment with I-PAC or to accept employment with any competitor, supplier or any client with whom you have a connection.
- Any client or vendor of I-PAC to move his existing business with I-PAC to a third party or to terminate his business relationship with I-PAC.
- Any existing employee to become associated with, or perform services of any type for any third party.

8. CONFIDENTIALITY

- i. In consideration of the opportunities, training, and access to new techniques and knowhow that will be made available to you, you will be required to comply with the NDA. Therefore, please ensure that you maintain all Confidential Information (as defined from time to time in the NDA as undisclosed, sensitive and confidential and not use or disclose any such Confidential Information except as may be required under the obligation of law or as may be required by I-PAC in the course of your employment. This covenant shall endure during your employment and also after cessation of your employment with I-PAC (irrespective of the circumstances of, or the reasons for, cessation).
- ii. In your work for I-PAC, you will be expected not to use or disclose any confidential information, including processes, accounts, transactions, and dealings of the Organization of any former employer or other people with whom you have an obligation of confidentiality, and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for I-PAC.

9. ASSIGNMENT OF INTELLECTUAL PROPERTY

- i. In connection with your employment and during the term of your employment upon conception or creation, you shall disclose and assign to I-PAC as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements developed or conceived by you solely or jointly with others (whether or not during office hours), and shall comply with the Policies of I-PAC in relation to Intellectual Property. You agree and acknowledge that such assignment shall be perpetual, worldwide and royalty free.
- ii. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, such assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if I-PAC does not exercise the rights under the assignment within a period of one year from the date of assignment. You further acknowledge and agree that you shall waive any right to and shall not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957. You agree to assist and cooperate with the Company in perfecting the Company's rights in the Intellectual Property.



- iii. You shall forthwith communicate to I-PAC and transfer to it the exclusive benefit of all inventions, discoveries and improvements which you may make or discover during the continuance of your engagement relating to I-PAC's trade or business and shall give full information as to the exact mode of working and usage of the same and also all such explanation and instructions, to the officers and workmen of I-PAC as may be necessary to enable them to work the same effectively and shall, at the expense of IPAC, furnish it with all necessary plans, drawings and models.
- iv. You shall, whenever requested so to do by I-PAC whether during or after the termination of employment hereunder, at the cost of I-PAC execute and sign any and all applications, assignments and other instruments which I-PAC may deem necessary or advisable in order to apply for and to obtain letters, copyright, patent, design, registration or other forms of protection for the aforesaid improvements, inventions and discoveries in such countries as I-PAC may direct and to vest in I-PAC the whole, right, title and interest therein.
- v. On completion or termination of your employment with I-PAC, you are required to a return to the organization all the property, equipment or materials created (documents, notes, ideas, diagrams, plans etc.) during the course of your employment with the organization.

10. NON-COMPETITION

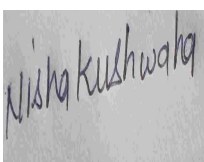
- i. In the course of your employment with I-PAC, you will be providing services to clients of I-PAC during which process you would be handling sensitive information including but not limited to information of key clients of I-PAC, competitor information, client sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you if leaked, would cause irreparable harm to IPAC and its protection is of utmost importance to I-PAC.

You agree that for a period of twenty-four (24) months after separation of your employment from I-PAC (irrespective of the circumstances of or the reason for the separation), you will not, directly or indirectly, anywhere in the Territory of India shall start your own venture which would be directly or indirectly in competition with IPAC. You also confirm that you will not accept any offer or perform the same or substantially the same Job Duties of employment from a client, any competitive Organization working in the same domain or those with whom you have interacted or worked in a professional capacity representing I-PAC during the twenty-four (24) months preceding the date of separation.

In case of breach of such clause on your end, suitable legal proceedings shall be initiated against you by the organization.

11. SURVEILLANCE

- i. You agree and understand that I-PAC may use various modes to ensure that the internet, email facilities and other communication systems provided by I-PAC are used in an



appropriate manner. These may include the scanning, reading, inspection, scrutiny of emails sent and received, and web sites visited or created by an employee. You acknowledge that you do not have any expectation of privacy when using I-PAC resources.

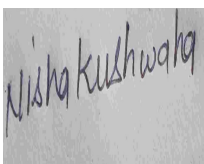
- ii. I-PAC reserves the right to monitor its employees using various security measures including but not limited to closed circuit television systems installed at the workplace. These may be installed on I-PAC's premises overtly or covertly to ensure that the employees do not participate or propagate any activities which are or could be prejudicial to I-PAC's organizational interests or which could bring it into disrepute.

12. EQUITABLE REMEDIES

- i. You agree and acknowledge that the restrictions contained in this Agreement, including but not limited to Clauses 8, 9, 10, and 11 are reasonable and necessary for the protection of the business and goodwill of I-PAC. Accordingly, the rights and obligations under the Agreement which are intended to survive by implication or by their nature shall survive the termination of the Agreement.
- ii. You agree that any breach or threatened breach of the aforementioned Clauses is likely to cause I-PAC a substantial and irrevocable damage that is difficult to measure and may not be remedied solely by damages. Therefore, in the event of any such breach or threatened breach, the you agree that I-PAC, in addition to such other remedies which may be available, shall have the right to obtain an injunction from a court restraining such a breach or threatened breach and the right to specific performance of the provisions of either such Clauses, and you hereby waive the adequacy of a remedy at law as a defence to such relief.
- iii. While the undertakings and agreements under this Agreement including the Clauses 8, 9, 10, and 11 are considered to be reasonable in all circumstances, if one or more should be held to be invalid as an unreasonable restraint of trade or for any other reason whatsoever by a final adjudication of any tribunal or court of competent jurisdiction, but would have been held valid if part of the wording thereof had been deleted or the period thereof reduced or the range of activities or area dealt with reduced in scope, the said undertakings and agreements shall apply with such modifications as may be necessary to make them valid and effective.

13. GENERAL

- i. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, you will be liable to be removed from service without any prior notice. Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into, and which may relate to or affect your commitments under this Agreement.
- ii. Your employment terms may be specifically enforced legally if required. In this connection, if any of the provisions of this Agreement are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this Agreement shall continue in full force and effect.



- iii. These employment terms supersede and replace any existing agreement or understanding, if any, between I-PAC and you relating to the same subject matter except the non-disclosure agreement signed between you and I-PAC, at the time of your joining.
- iv. You warrant that you are not prevented by a court or by any other administrative or judicial order from providing the services required under this agreement.
- v. During the period of employment, you are required to comply with all I-PAC policies. You will be governed by the rules and regulations, code of conduct and other policies, including without limitation the HR policy manual, as applicable, enforced, amended or altered from time to time during the course of your employment. It will be your responsibility to go through all the policies, processes, code of conduct, rules and regulations of the Organization as detailed out in the HR policy manual and keep updating yourself with the same regularly for the requisite observance.
- vi. This Agreement shall be governed by and construed in accordance with the laws of India. The courts at Hyderabad, Telangana shall have the exclusive jurisdiction over all disputes or claims between the Executive and the Company under this Agreement.
- vii. This Agreement along with the Schedules, Annexures here to constitute the entire understanding and agreement between the Parties and supersedes all other written or oral agreements between them to the extent of any inconsistency. This Agreement will be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by signing a copy of this Employment Agreement.

By signing this, you agree and acknowledge that you have read the provisions of this Agreement and understood the implication thereof.

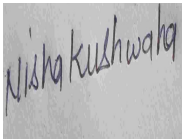
Sincerely,

Nishakumar 

Authorized Signatory
For, **Indian PAC Consulting Private Limited.**

I have read, understood, and agree to accept employment on the terms and conditions herein

Name: **Nisha Kushwaha**



Signature.....

ANNEXURE I

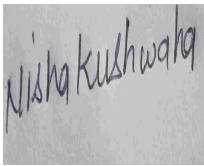
CONFLICT OF INTEREST

Indian PAC Consulting Pvt. Limited has adopted a conflict-of-interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of I-PAC in dealing with the clients, suppliers, vendors and all other Organizations or individuals doing or seeking to do business with I-PAC. Noted below are a few examples of 'conflict of interest':

- i. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another Organization or Organization doing or seeking to do business with I-PAC or an affiliate except with the knowledge and consent of top management.
- ii. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning I-PAC, which might be prejudicial to the interest of I-PAC.
- iii. For an employee to accept a commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services, excessive entertainment, and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with I-PAC.

I have read and understood the above mentioned 'Conflict of Interest' policy and declare that there is no 'Conflict of Interest' in my employment with I-PAC. If any conflict arises in the future, I undertake to promptly inform my supervisor of the same.

Name: **Nisha Kushwaha**



Signature.....

Date: **23-03-2026**

Place: **Lucknow**

Annexure II (HRA Model)

Compensation Structure		
Name	Nisha Kushwaha	
Designation	Support Executive	
Component Category	Monthly Amount (Rs.)	Annual Amount (Rs.)
Fixed Component		
Basic	14952	179424
House Rent Allowance	7476	89712
Conveyance Allowance	2500	30000
Special Allowance	1540	18480
Perquisites/Retirals		
Accidental Insurance	37	444
Telephone Allowance	400	4800
Provident Fund (Employer Contribution)	1794	21528
Gratuity	719	8628
Gross Salary	29904	358848
CTC	3,58,848	

*Subject to TDS deduction wherever applicable

Nisha Kushwaha

Annexure III

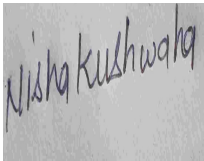
PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I confirm that I am voluntarily sharing my Personal Information with Indian PAC Consulting Pvt. Ltd ('I-PAC') for the following purposes:

- i. Validating my Curriculum Vitae and retaining records on the same for any future reference/verification.
- ii. Processing my job application including background verification checks and medical checks.
- iii. Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with I-PAC. In this context, I also agree to the retention of such Personal Information by I-PAC for any future reference/verification and authorize I-PAC to transfer the same to a third party. I understand that 'Personal Information' means any information, relating to me that is available with I-PAC and is capable of identifying me.

Name: **Nisha Kushwaha**

Date: **23-03-2026**



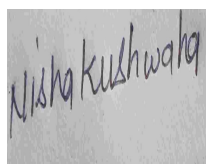
Signature.....

List of Documents to be submitted before joining.

The following checklist indicates the documents that you have to submit before joining I-PAC. In case you have not submitted any of the documents mentioned below, please scan and email the documents to **hr@indianpac.com** within five days of receiving this letter, in order to ensure a smooth onboarding experience. Please ensure that you quote your "Employee Code" in the subject line of the email for identification.

Sl. No	Description
1	Employment Agreement of I-PAC Limited Signed by Employee
2	Offer Letter or Increment Letter of Previous Employer
3	Professional Experience Certificate, Joining letter and relieving letter of all your previous Organization (if any)
4	All-Academic Certificates & Mark sheets (Degree or Provisional)
5	Form 16, 3 Months Bank Statement and PF Statements for Previous Employment or Tax Statements (if working abroad)
6	Previous Employment Pay slips (Latest 3 Months)
7	Previous Employment ID Card
8	Permanent Address Proof (Govt. issued ID)-Voter ID/Passport/Driving License/Aadhar Card
9	Canceled Cheque
10	PAN Card

Please Note: We will not be able to complete your joining formalities without these documents as this is also a part of the process required at the time of joining I-PAC.



APPOINTMENT LETTER - IPAC6607

Final Audit Report

08-04-2026

Created: 08-04-2026

By: HR I-PAC (hr@indianpac.com)

Status: Signed

"APPOINTMENT LETTER - IPAC6607" History



Document emailed to nisha.kushwaha@indianpac.com for signature

Date: 06-04-2026 05:55:51 PM IST



Document e-signed by Nisha Kushwaha (nisha.kushwaha@indianpac.com)

Signature Date: 08-04-2026 03:03:23 PM IST **Source: server- IP address:** 223.190.248.84



Agreement completed.

Date: 08-04-2026 03:03:23 PM IST