31 December 2019

Manickam Balasubramanian

Tamil Nadu

625106

Dear Manickam ,

This refers to our discussion and your application for employment in the organization.

Congratulations!

With reference to your application and subsequent discussions with us for a career in our organization, we are pleased to inform you that you have been selected for employment in our organization and designated as **Business Development Executive** - **Branch Banking** in Grade **EB1-Officer 1** of the organization based in **KAMARAJAR SALAI** . However, this job is transferable at the discretion of the management to any place in the country.

Your appointment is subject to the confirmation of the following terms and conditions:

1. You will be paid a remuneration consisting of Basic, HRA and Allowances as per Enclosure I given herein and forming part of this appointment letter.

2. You will be required to submit a medical certificate of fitness from a registered medical practitioner.

3. You shall during the term of employment:

a. Devote your whole time and attention exclusively to the business and affairs of the organization and not engage either directly or indirectly in any business or activity in any capacity, either full time or part time, except with the specific written consent of the organization.

b. Keep as confidential all business and trade secrets and transactions of the organization.

4. If at any time, in the opinion of the organization, which shall be final, you are insolvent or are found guilty of dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without valid reason or of any conduct unbecoming of the status and the post you hold in the organization, or of any other conduct considered detrimental to the organization or violation of one or more terms of this letter, or it is discovered at any time that any of your background or credentials that you have mentioned in your application or references turns out to be false or wrong, your services may be terminated without notice.

5. You will be on Probation for Six Months from your date of joining after which you will be eligible to be confirmed into the permanent rolls of the company based on your performance.During probation, this appointment is terminable from either side by giving 30 days notice in writing.You are required to serve 30 days notice period to be eligible for a relieving letter.

6. On confirmation, this appointment is terminable from either side by giving 90 days notice in writing.

7. The appointment letter is valid provided

a. You submit a copy of the resignation letter given to your present employer within 7 days from the date of this letter and

b. You join us on or before 20 January 2020

8. The Retirement age shall be 60 years.

Kindly sign and return a copy of this letter acknowledging your acceptance of the terms of this appointment.

We welcome you and look forward to a long and rewarding relationship.

Yours sincerely,

Accepted by: _____

Date of Acceptance:_____

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Prabhakaran A

Head -Operations

Enclosure I

Proposed Salary with Equitas Small Finance Bank Ltd		
Grade	**EB1-Officer 1**	
Division	**Branch Banking**	
Designation	**Business Development Executive**	
Salary Component	**Monthly (Rs.)**	**Annually (Rs.)**
Basic	8,100.00	97,200.00
HRA	3,900.00	46,800.00
Total Gross (Rs.)	12,000.00	144,000.00
Employer's PF Contribution	972.00	11,664.00
Total CTC (Rs.)	12,972.00	155,664.00

Please Note:

1. 12% of Basic shall be deducted towards PF contribution of the Employee as per Employee's Provident Funds and Miscellaneous Provisions Act 1952.
2. Profession Tax shall be deducted as per the PT Act 1975 wherever applicable depending on each state.
3. Income Tax shall be deducted as per Income Tax Act prevalent wherever applicable.
4. Gratuity shall be payable as per payment of Gratuity Act 1972.
5. If you are eligible for Statutory Bonus as per The Payment of Bonus Act 1965, the same shall be adjusted against the Bonus paid to you during the year and the Performance Reward/Performance Bonus/Incentive, as the case may be, earned by you during the year.

"I have received the offer letter in digital form and acceptance given by me digitally shall hold good and binding on me"

Accepted by: _____

Date of Acceptance:_____

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Prabhakaran A

Head -Operations

Disclaimer: This is an electronically generated offer and doesn't require a signature.