



Tata AIG General Insurance Company Limited

A-501, 5th Floor, Building No.4, Infinity I.T. Park,
Dindoshi, Malad (E), Mumbai - 400 097.
Tel. No.: +91 22 68930000
www.tataaiginsurance.in
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

October 09, 2017

Mr. Abhishek Sharad Mahadik
Plot No 6, Building No 19-B,
Room No 13, Mandvi Society,
N.N.P. Goregaon East,
Mumbai - 400065

Dear Abhishek,

We are pleased to engage your services as a 'Trainee' on a temporary basis with us on the following terms and conditions:

1. Your services will be engaged for a period of twelve months starting from **11th October 2017** to **10th October 2018**. This is in line with a specific short duration initial project being undertaken by the company.
2. A service fee of **Rs.180,000/-** per annum all inclusive will be payable for your services (subject to TDS).
3. You are expected to conduct yourself properly to ensure that your conduct and dealings are proper, professional & ethical. Your behavior and conduct should not in any way be damaging to our company's image and reputation. Inappropriate behavior or misconduct on your part will lead to termination of your services.
4. You would be entitled for 7 days of leave during the above tenure with us. The same cannot be carried forward or accumulated. More than 2 days of leave cannot be availed consecutively without seeking prior approval. Any leave more than the eligible 7 days would be treated as loss of pay.
5. Either party can terminate the service by giving a 15 days notice or payment in lieu of notice.
6. In line with your work, you will be associating with company employees in the company's offices and also interacting with company's customers. You will abide by and follow the normal working & interaction norms in the office, including working hours. You are expected to abide by the Company's rules and regulations.
7. As mutually agreed, you will observe weekly off as observed by the employees of the organization, however you may be required to work on some of these weekly off depending on work urgencies / requirements.
8. During the course of your working with us, you will learn or know about the Company's business plans or other information of a confidential nature. You will maintain full confidentiality and all notes, data of any kind including electronic data; information, company communication etc will be kept confidential. These are the property of the company and will be surrendered by you to the company at the end/termination of your



Shot on OnePlus
By Abhishek

Registered Office : Peninsula Business Park, Tower A, 15th floor,
G. K. Marg, Lower Parel, Mumbai - 400 013.