

Date : 24-Aug-2021

To, Lalremmawia IFMGAug2021_001845

Dear Lalremmawia

Appointment Letter

We are pleased to appoint you as **Business Development Associate-Bancassurance** with our company Quess Corp Limited effective from **20-Aug-21**. Your place of work shall be at our client site **SBI General Insurance Company Limited - Mizoram, Aizwal, Mizoram**. Further, your services are liable to be transferred to any client site / location / offices situated within India, at the sole discretion of the Company.

You shall not have any right and will not be entitled for claiming against absorption against regular vacancy at our company or our clients that may arise from time to time.

If you wish to terminate your employment, you are required to give Thirty (30) days prior written notice or payment of Thirty (30) days basic salary in lieu of notice period. Conversely the company may, at its sole and absolute discretion, waive off the notice period of Thirty (30) days or reduce if it considers circumstances so warrant.

Your duties will include efficient, satisfactory and economical operations in the area of responsibility that may be assigned to you from time to time. As a employee of this company, you will maintain a high standard of loyalty, efficiency, integrity and will liaise with employees / workers at the site and go slow in work, illegal strikes, habitual absenteeism; work stoppage will result in termination of services.

You will devote your whole time and attention to the interest of the company and will not engage yourself in any other work whether paid or in honorary capacity.

Your appointment is being made on the basis of your particulars such as qualification, date of Birth, past employment etc. as provided by you in your application for engagement and in case any information as given by you is found false or incorrect, your appointment will be deemed void and liable for termination without any notice or salary in lieu thereof.

Your address, as indicated in your application for engagement shall be deemed to be correct for sending any communication to you and shall be deemed to have been served upon you. In case there is any change in your residential address, you will intimate the same in writing to the HR

Quess Corp Limited

Quess House, 3/3/2, Bellandur Gate, Sarjapura Road, Bengaluru - 560103 Karnataka, India
Tel: +91-80-61056001 | www.uesscorp.com | CIN: U74140KA2007PLC043909

www.uesscorp.com

Department within three days from the date of such change and get such change of address recorded.

You will be bound by the company rules, regulations and office orders in force and framed by the company from time to time in relation to your service conditions, which will form part of your service conditions as a Employee. .

In the event of uninformed absence for more than 3 consecutive days, the company reserves the right to start the absconding process.

On termination of your engagement, you will immediately handover any property or article or document entrusted to you by the Company to enable the Company to settle your accounts and the company reserve its right to deduct from the dues payable to you for any loss or damage caused to the Company's property on account of any act or negligence on your part, in addition to any other methods of recovery.

If the above terms and conditions are acceptable to you, please sign the duplicate copy of this letter in token of its acceptance and return the same for our record.

For Quess Corp Limited



Authorized Signatory

Declaration by the applicant:

I have read and understood / explained the terms and conditions mentioned hereinabove and accept the offer and the terms and conditions of service as mentioned in this letter.

Date: _____

Place: _____

Signature of the Applicant

Quess Corp Limited

Quess House, 3/3/2, Bellandur Gate, Sarjapura Road, Bengaluru - 560103 Karnataka, India
Tel: +91-80-61056001 | www.quescorp.com | CIN: U74140KA2007PLC043909