



JJFC

JJF CASTINGS LIMITED

FACTORY : PLOT NO. SP-6(D), RIICO INDUSTRIAL AREA, KAHRANI
BHIWADI EXT., RAJASTHAN (INDIA)

TEL : 0124-2468965, 2468575
CIN : U31900DL2010PLC207377

Ref. No. JJF/APP/HR/2018

Date:- 10/09/2018

Sub: - APPOINTMENT LETTER

Mr. Sunil Kumar
VPO-Mandi, Teh-Narnaul
Distt-Mahendragarh, Haryana – 123001

We have pleasure to inform you that you are appointed as an A.M. in I.R. Department with effect from 10/09/2018. Your appointment will be subject to following terms and conditions. Your salary structure will be as per below:-

Salary structure

Basic : 20000/-
HRA : 5000/-
Conveyance : 1500/-

Total (Gross) : (TWENTY SIX THOUSAND FIVE HUNDRED ONLY)

During your employment with us you have to obey the following:

- a) You may sifted from one establishment to another that are function now or may function at future date on such terms as may be decided by the management.
- b) During the period of your engagement with us you shall not engage yourself directly or indirectly with or without remuneration on a whole time or part time basis in any trade,

business, occupation, employment or calling other than that of the company. You shall not undertake any activities, which are contrary to or in consist either with the company or with your duties and obligations as an employee of our organization.

- c) You shall at all times, whether during your engagement with the company or thereafter, observe secrecy regarding the affairs of the company and keep confidential all information or knowledge obtained by you regarding the company's affairs and its manufacturing process and activities.
- d) Any improvements in processes or products or any new inventions regarding the same that may be made by you shall become the exclusive property of the company and you shall be all things necessary to vest the ownership rights therein the company.
- e) You shall undertake and agree that all the company's property, assets, possession, in the course of your engagement or otherwise, shall be the absolute property of the company. You shall keep such property or assets in good condition and order and will on demand at any time during you engagement or at the cessation thereof for any cause whatsoever, deliver the same to the company. In the event of your failure to account for such property or assets aforesaid to the satisfaction of the company, the company shall be entitled to deduct from your dues the value of all such properties or assets, as well as to take such other action or proceedings in this regards as the company may deem proper.
- f) You will inform us any change in your residential address.
- g) We shall be entitled to terminate your services with one month notice payment of sum equivalent to a month's salary in lieu of notice. However, we will be entitled to terminate your services


without notice if you are guilty of misconduct and/or negligence and/ or breach of any expressed or implied terms of your employment.

- h) Your employment shall cease automatically when you reach the edge of 58 years or age of superannuating as decided by the company.
- i) In the event the company sponsors you for obverse as training, you will agree to undergo such training according to the training regulations of the company.
You will also execute employment agreement, surety bond towards the expenditure incurred by the company on thru training and any such other documents as required under the rules of the company. In addition, you will undertake to serve the company for a period of two years upon return to India on a successful completion of the training.
- j) You will also be subject at all times to the rules and regulations of the company applicable to the employees of your status as the same are in force at standing orders.

Please sign and return to us the duplicate of this letter as your acceptance of the company's offer.

Yours faithfully,

For JJF Castings Ltd.
FOR JJF CASTINGS LTD.


Auth. Signatory

Authorized Signatory