SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 3690 /2024-25 SDUMC/HRM/AL/1308 /2024

2nd January, 2025

Dr Haarika K V
#406, Tank Road,
Vijaya Talkies, Bangarapet,
Kolar, Karnataka - 563114.
Email ID: haarikakv1611@gmail.com
Mobile No: 7619644699

Dear Dr Haarika,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Pharmacology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**2nd January, 2025**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3330**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Haarika. K.V

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

Anamika K V

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER , during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

Ramya.K.Y

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

Haarika K V

(Dr Haarika K V)

Mr. Kishor Raj
Consultant – HR

Dr D V L N Prasad
Chief Administrative Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code	:	C3329
Employee Name	:	Dr Haarika K V
Effective Date	:	2nd January, 2025

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Haarika K.V

Employee Signature

2/01/25

Date:

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 02/01/25

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 662 /2024-25 **SDUMC/HRM/AL/ 216 /2024**

23rd May, 2024

Dr S Muralidharan
No 7, 'Sri Maa",
Dattathreya Road,
Basavanagudi, Bangalore – 560004.
Email ID: dr.mural.2009@gmail.com
Mobile No: 9448611690

Dear Dr Muralidharan,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Professor**
B.	**Department**	:	**Microbiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**23rd May, 2024**
E.	**Compensation (CTC)**	:	**INR. 24,00,000 p.a (Rupees Twenty Four Lakhs Only)**
F.	**Employee Code**	:	**C3198**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

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Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

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b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

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c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

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7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr D V L N Prasad
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr S Muralidharan)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3198**
Employee Name : **Dr S Muralidharan**
Effective Date : **23rd May, 2024**

Your total annual compensation (CTC) will be **INR. 24,00,000 p.a. (Rupees Twenty Four Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	63,900	766800
DA	31,950	383400
HRA	25,560	306720
NPA	17,000	204000
Additional Remuneration	41,434	497208
Special Other Allowance	20,156	241872
Gross	2,00,000	24,00,000
Total CTC	**2,00,000**	**24,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature Sd/-

Date: 23/5/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature SN Date: 23-05-2024

Witness

1) Name: Rakshaschree. L Signature:

2) Name: Signature:

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(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/ 431 /2024-25 SDUMC/HRM/AL/ 259 /2024

29th May, 2024

Dr Akash H A
391, 7th Main, A Block,
Rajajinagar II Stage,
Malleshwaram West, Bangalore-55.
Email ID: akashha7@gmail.com
Mobile No: 9535862559

Dear Dr Akash,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Forensic Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**29th May, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3199**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

Akash H A

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

Akash H.A

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

... Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

...r Sri Devaraj Urs Academy of Higher Education and Research

Dr D V L N Prasad
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education & Research
Tamaka, Kolar-563 103

Agreed and accepted

(Dr Akash H A)

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Annexure - I

Employee Code : **C3199**
Employee Name : **Dr Akash H A**
Effective Date : **29th May, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26,667	32,0004
DA	11,200	1,34,400
HRA	2,133	25,596
Gross	40,000	4,80,000
Total CTC	**40,000**	4,80,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Akasha

Employee Signature

Date: 29/5/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature Date: 11/06/24.

Witness

1) Name: Prakash H.A Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/ 167 /2024-25 **SDUMC/HRM/AL/ 272 /2024**

1st June, 2024

Dr Manasa Reddy S
Sri Raksha, 30 Road South,
Rajiv Nagara, Near Park,
Chintamani, Chikkaballapura, Karnataka - 563125.
Email ID: manasareddys666@gmail.com
Mobile No: 7019914813.

Dear Dr Manasa,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Anaesthesiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**1st June, 2024**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3201**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

Manasa Reddy

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Eighteen (18) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the

Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

1/6/2024

Dr D V L N Prasad
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Manasa Reddy S)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3201**
Employee Name : **Dr Manasa Reddy S**
Effective Date : **1st June, 2024**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Manasa Reddy

Employee Signature

Date: 01/06/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 01/06/2024

Witness

1) Name: Parthasarathi A Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/ 781 /2024-25 SDUMC/HRM/AL/277/2024

3rd June, 2024

Dr Komal Sanjay Jog
Datta Nivas, Veerabhadra Galli,
Sirsi, Uttar Kannada, Karnataka – 581401.
Mobile No: 9130088411
Email ID: komaljog@gmail.com

Dear Dr Komal,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd June, 2024**
E.	**Compensation (CTC)**	:	**INR. 21,78,792 p.a (Rupees Twenty One Lakhs Seventy Eight Thousand Seven Hundred and Ninety Two Only)**
F.	**Employee Code**	:	**C3203**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the

Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.
d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.
e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

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a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

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b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Medical College of Higher Education and Research and we wish you the best.

For Sri Devaraj Urs Medical College of Higher Education and Research

Dr D V L N Prasad
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Komal Sanjay Jog)

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(A Deemed to be University declared under Section 3 of UGC Act 1956)

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Annexure - I

Employee Code : **C3203**
Employee Name : **Dr Komal Sanjay Jog**
Effective Date : **3rd June, 2024**

Your total annual compensation (CTC) will be **INR. 21,78,792 p.a (Rupees Twenty One Lakhs Seventy Eight Thousand Seven Hundred and Ninety Two Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	4,59,840
DA	22,900	3,67,872
HRA	18,320	3,31,080
NPA	10,000	1,20,000
Additional Remuneration	24,546	2,94,552
Super Specialty Allowance	60,000	7,20,000
Gross	1,81,566	21,78,792
Total CTC	**1,81,566**	**21,78,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 5/6/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Medical College of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Medical College"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.
10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 5/6/2024

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 943 /2024-25 SDUMC/HRM/AL/ 295 /2024

5th June, 2024

Dr Manjunatha Y C
Varuni, Mahalakshmi Layout,
Keelukote, Kolar, Karnataka - 563101.
Email ID: manjuyc@gmail.com
Mobile No: 9480224403

Dear Dr Manjunatha,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Associate Professor**
B.	**Department**	:	**Radio-Diagnosis**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th June, 2024**
E.	**Compensation (CTC)**	:	**INR. 19,28,676 p.a (Rupees Nineteen Lakhs Twenty Eight Thousand Six Hundred and Seventy Six Only)**
F.	**Employee Code**	:	**C3204**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the

Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For Sri Devaraj Urs Academy of Higher Education and Research

Dr D V L N Prasad
Registrar

05/06/2024

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Manjunatha Y C)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3204**
Employee Name : **Dr Manjunatha Y C**
Effective Date : **5th June, 2024**

Your total annual compensation (CTC) will **INR. 19,28,676 p.a.(Rupees Nineteen Lakhs Twenty Eight Thousand Six Hundred and Seventy Six Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	54400	652800
DA	27200	326400
HRA	21760	261120
NPA	15000	180000
Additonal Remunaration	42363	508356
Gross	**1,60,723**	**19,28,676**
Total CTC	**1,60,723**	**19,28,676**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature Manjunatha Y.M **Date:** 5/6/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature Majid. M **Date:** 05/6/24

Witness

1) Name: Rakshaveer Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/ 906 /2024-25 SDUMC/HRM/AL/ 310 /2024

10th June, 2024

Dr. Bhavya K
Holur, Kolar, Karnataka – 563126.
Email ID: bhavya-kodand@yahoo.co.in
Mobile No: 9886050626

Dear Dr Bhavya,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical llege team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Obstetrics and Gynecology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**10th June 2024**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Twleve lakhs Only)**
F.	**Employee Code**	:	**C3206**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall n engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of tl Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr. D V L N Prasad
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
ucation and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr.Bhavya K)

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Annexure - I

Employee Code : **C3206**
Employee Name : **Dr. Bhavya**
Effective Date : **10th June 2024**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a.**(Rupees Twleve Lakhs Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
Dearness Allowance	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Allowance	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature Bhavya

Date:

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department

Employee Signature **Date:** 10/6/24

Witness

1) Name: Rakshitha S Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 1097 /2024-25 **SDUAHER/HRM/AL/ 405 /2024**

1st July, 2024

Dr. Anjali Suresh
Flat No 1203, Block C 10 Sandeep Vihar,
Kannamangala, Benagaluru, Karnataka - 560067.
Email ID: Anjali.mpt@gmail.com
Mobile No: 94483 88427

Dear **Anjali,**

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	**:**	**Professor**
B.	**Department**	**:**	**Physiotherapy**
C.	**Location**	**:**	**Tamaka, Kolar**
D.	**Date of Joining**	**:**	**1st July, 2024**
E.	**Compensation (CTC)**	**:**	**INR. 15,00,000 p.a (Rupees Fifteen Lakhs Only)**
F.	**Employee Code**	**:**	**C3214**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

Anjali Suresh

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

Anjali Suresh

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

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a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

01/7/2024

Dr Muninarayana C
Registrar

Agreed and accepted

(Dr Anjali Suresh)

Dr D V L N Prasad
Chief Administrative Officer

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Annexure - I

Employee Code : **C3214**
Employee Name : **Dr Anjali Suresh**
Effective Date : **1st July, 2024**

Your total annual compensation (CTC) will be **INR. 15,00,000 p.a.**(Rupees Fifteen Lakhs Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	55,350	664200
DA	27,675	332100
HRA	22,140	265680
Spl/ Other Allowances	5,000	60000
Addditonal Remuneration	14,835	178020
Gross	1,25,000	15,00,000
Total CTC	**1,25,000**	**15,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Anjali Suresh

Employee Signature

Date: 1/7/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

Jyothi Suresh

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees.

Abhijeet Singh

The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 1/7/24

Witness

1) Name: Rakaha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 1124 /2024-25 SDUMC/HRM/AL/ 433 /2024

4th July, 2024

Dr B N Mahima
No 24, 1st Cross, 1st Main,
Shabari Nagar, Byatarayanapura,
Sahakarnagar, Bengaluru – 560092.
Mobile No: 8722625719
Email Id: mahimabn@gmail.com

Dear Dr Mahima,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical college team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Medicial Officer**
B.	**Department**	:	**Community Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**4th July, 2024**
E.	**Compensation (CTC)**	:	**INR. 8,40,000 p.a (Rupees Eight Lakhs Forty Thousand Only)**
F.	**Employee Code**	:	**C3216**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical college's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical college reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical college, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical college are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical college, the Medical college shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical college website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical college, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical college at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical college. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical college has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical college.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical college may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical college may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical college would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the

Medical college giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical college reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical college on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical college. In case you leave the employment of the Medical college without serving the prescribed notice, the Medical college will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical college or Medical college's property if any, and also to the extent of any advance made to you by the Medical college.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical college reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical college will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical college may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical college issued to you by the office and the same in your custody. The Medical college shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical college's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical college's discretion.

c. Your compensation will be reviewed periodically as per the Medical college's policy. Changes in your compensation are carried out at the sole discretion of the Medical college and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical college policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical college.

c. Participation in the Medical college Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical college medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical college objectives.

b. You will keep the Medical college informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical college, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical college / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical college's work for which you will be reimbursed travel expenses as per the Medical college policy applicable to your category of employees.

e. All employees of the Medical college are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical college including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical college which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical college.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

4/7/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administartive Officer

Agreed and accepted

(Dr B N Mahima)

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Annexure - I

Employee Code : **C3216**
Employee Name : **Dr B N Mahima**
Effective Date : **4th July, 2024**

Your total annual compensation (CTC) will be **INR. 8,40,000 p.a. (Rupees Eight Lakhs Forty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	30350	364200
DA	15175	182100
HRA	12140	145680
Additonal Allowances	12335	148020
Gross	70,000	8,40,000
Total CTC	**70,000**	**8,40,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical college. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical college.

Employee Signature

Date: 4/7/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical college and my receipt of the compensation now and hereafter paid to me by the Medical college, I agree to the following:

1. **Medical college Intellectual Property**

a. During the course of my employment with the Medical college, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical college. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical college. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical college.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical college shall vest with and remain with the Medical college, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical college all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical college may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical college, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical college.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical college in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical college all documents or papers that may be requested by the Medical college to enable the Medical college or Patients of the Medical college to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical college, I agree to promptly return to the Medical college all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical college, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical college.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical college or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical college and I undertake to maintain the confidentiality of all information pertaining to the Medical college, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical college in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical college I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical college. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical college.

3. I represent and warrant to the Medical college that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical college. Additionally, I agree that I will not reveal to the Medical college, or otherwise utilize in my employment with the Medical college, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical college and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical college. The Medical college considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical college to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical college, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical college is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision.

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical college shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical college or to the purchaser of any of the assets of the Medical college.

10. I understand that the Medical college may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical college may also, at its discretion, terminate my employment with the Medical college. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical college in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature Mallikarjuna **Date:** 4/9/24

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 1134/2024-25 **SDUMC/HRM/AL/439 /2024**

5th July, 2024

Dr Sahana T
Nadupalli,
Kolar, Karanataka – 563101.
Email ID: sahanat3122000@gmail.com
Mobile No: 9380858353

Dear Dr Sahana,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Physiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th July, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3218**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

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h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which yo attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

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j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

5/7/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Sahana T)

Dr D V L N Prasad
Chief Administrative Officer

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(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code	:	**C3218**
Employee Name	:	**Dr Sahana T**
Effective Date	:	**5th July, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature Sahana T **Date:** 5/7/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security check and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of an person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature Rahana **Date:** 5/7/24

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/ 1135 /2024-25 SDUMC/HRM/AL/436 /2024

5th July, 2024

Dr Pragathi N
Kalkere,
Kolar, Karanataka – 563133
Email ID: pragathi99n@gmail.com
Mobile No: 7338161419

Dear Dr Pragathi,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Pharmacology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th July, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3219**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

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a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

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e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

3. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For Sri Devaraj Urs Academy of Higher Education and Research

5/7/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Agreed and accepted

(Dr Pragathi N)

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Annexure - I

Employee Code	:	C3219
Employee Name	:	Dr Pragathi N
Effective Date	:	5th July, 2024

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
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Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Pragathi N

Employee Signature

Date: 5/7/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

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d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

). This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature P.Nagathi M

Date: 05/7/24

Witness

1) Name: Jyothi.V Signature:

2) Name: Nagamani SR Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 1137/2024-25 **SDUMC/HRM/AL/440 /2024**

5th July, 2024

Dr Manas V Karlekar
Beside Ambedkar Hostel,
Kuvempu Nagar, Kolar,
Karnataka- 563101.
Email ID: manasvkarlekar@gmail.com
Mobile No: 8660547675

Dear Dr Manas,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Physiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th July, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3220**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which yo attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

5/7/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Agreed and accepted

(Dr Manas V Karlekar)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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Annexure - I

Employee Code	:	**C3220**
Employee Name	:	**Dr Manas V Karlekar**
Effective Date	:	**5th July, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 5/7/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

2. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 5/7/24

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/ 1141 /2024-25 SDUMC/HRM/AL/437/2024

5th July, 2024

Dr Ganeshsingh M
#331, Near Sharada Girls High School,
Muthyalapete, Mulbagal,
Kolar, Karnataka - 563131.
Email ID: 222000manisingh@gmail.com
Mobile No: 9164429929

Dear Dr Ganeshsingh,

b: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Pharmacology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th July, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3221**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

5/7/2024

Registrar
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar - 563 103

Agreed and accepted

(Dr Ganeshsingh M)

Dr D V L N Prasad
Chief Administrative Officer

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in, Website: www.sduaher.ac.in

Annexure - I

Employee Code	:	C3222
Employee Name	:	Dr Ganeshsingh M
Effective Date	:	5th July, 2024

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 5/7/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 5/7/24

Witness

1) Name: Jyothi. V Signature:

2) Name: Nagamani S.R. Signature:

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SDUAHER/KLR/ADMN/ 1140/2024-25

SDUMC/HRM/AL/ 438 /2024

5th July, 2024

Dr Shiva Kumar B C
Bhatrahalli,
Kolar, Karnataka – 563101.
Email ID: shivakumarbc100@gmail.com
Mobile No: 7204339531

Dear Dr Shiva Kumar,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Anatomy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th July, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3222**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

Dr. Shiva Kumar B.C

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

Dr. Shankar. B.C

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

Dr. Shivakumar B.C

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

Dr. Shankar B.C

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

5/7/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

Dr. Shivakumar B.C

(Dr Shiva Kumar B C)

Dr D V L N Prasad
Chief Administrative Officer

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Annexure - I

Employee Code	:	**C3222**
Employee Name	:	**Dr Shiva Kumar B C**
Effective Date	:	**5th July, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Dr. Shiva Kumar B.C

Employee Signature

Date: 5/7/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

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e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

Dr. Shankar B.C

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security check- and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

Dr. Shivakumar B.C

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

2. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Dr. Shankar B.C

Employee Signature

Date: 5/9/24

Witness

1) Name: Rakesh Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 1138 /2024-25 SDUMC/HRM/AL/435 /2024

5th July, 2024

Dr Somashekar S
Chatrakodihalli,
Kolar, Karnataka – 563101.
Email ID: somu115599@gmail.com
Mobile No: 7349444773

Dear Dr Somashekar,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Anatomy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th July, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3223**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

5/7/2024

Dr Muninarayana C
Registrar

Agreed and accepted

(Dr Somashekar S)

Dr D V L N Prasad
Chief Administrative Officer

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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Annexure - I

Employee Code : **C3223**
Employee Name : **Dr Somashekar S**
Effective Date : **5th July, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 5/7/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature Date: 05/07/24

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/ 1154 /2024-25 SDUMC/HRM/AL/ 449 /2024

6th July, 2024

Dr Sharath Kumar N
Annihalli, Kolar,
Shanubhoganahalli, Karnataka – 563101.
Email ID: sharunjeva@gmail.com
Mobile No: 90086 59220

Dear Dr Sharath,

Sub: Letter of Appointment

e welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Forensic Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**6th July, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3224**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

S Sharath Kumar N

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Sharath Kumar N)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

Annexure - I

Employee Code	:	**C3224**
Employee Name	:	**Dr Sharath Kumar N**
Effective Date	:	**6th July, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date:

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 128 /2024-25

SDUMC/HRM/AL/ 496 /2024

15th July, 2024

Dr Holagunda Deekshitha
#168, 1st Cross, Bhadrachary Compound,
Gandhi Nagar, Kolar, Karnataka – 563101.
Email ID: deekshithadeekshu24@gmail.com
Mobile No: 6363722161

Dear Dr Deekshitha,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Junior Resident**
B.	**Department**	:	**Dentistry**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**15th July, 2024**
E.	**Compensation (CTC)**	:	**INR. 3,12,000 p.a (Rupees Three Lakhs Tweleve Thousand Only)**
F.	**Employee Code**	:	**C3226**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

Deekshitha

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

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You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

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b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

15/7/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Holagunda Deekshitha)

15/7/2024

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3226**
Employee Name : **Dr Holagunda Deekshitha**
Effective Date : **15th July, 2024**

Your total annual compensation (CTC) will be **INR. 3,12,000 p.a. (Rupees Three Lakhs Tweleve Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	16250	195000
DA	8125	97500
HRA	1625	19500
Gross	26,000	3,12,000
Total CTC	**26,000**	**3,12,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

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a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

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d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

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f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

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4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

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7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

!. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/1299/2024-25 SDUMC/HRM/AL/488/2024

16th July, 2024

Dr Geetanjali A Burbure
#738, M G Road,
Near Veerabhadreshwara Temple,
Shirahatti, Gadag, Karnataka – 582120.
Email ID: geetaab12@gmail.com
Mobile No: 9663196961

Dear Dr Geetanjali,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Pathology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**16th July, 2024**
E.	**Compensation (CTC)**	:	**INR. 10,80,000 p.a (Rupees Ten lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3233**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall t reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

1. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

2. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

3. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the

Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

4. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

5. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

6. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

7. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

8. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

9. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Geetanjali A Burbure)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3233**
Employee Name : **Dr Geetanjali A Burbure**
Effective Date : **16th July, 2024**

Your total annual compensation (CTC) will be **INR. 10,80,000 p.a.(Rupees Ten Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Salary Components	PM (INR)	PA (INR)
Basic	32,600	3,91,200
Dearness Allowance	16,300	1,95,600
House Rent Allowance	13,040	1,56,480
Additional Remuneration	28,060	3,36,720
Gross	**90,000**	**10,80,000**
CTC	**90,000**	**10,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 16/07/24

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/ 1311 /2024-25 SDUMC/HRM/AL/495/2024

18th July, 2024

Dr Sulaiman Sharieff
#254, KGN Building, 1st Main,
Dargah Mohalla, Beside Masjid-E-Aksa,
Vijinapura, Bangalore North,
Doorvaninagar, Bangalore, Karnataka - 560016.
Email ID: sulaiman94@yahoo.co.in
Mobile No: 8217239809

Dear Dr Sulaiman,

ub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Microbiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**18th July, 2024**
E.	**Compensation (CTC)**	:	**INR. 10,80,000 p.a (Rupees Ten lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3234**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

Sulaiman

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

1. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

2. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

3. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the

Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

4. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

5. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

6. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

7. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

8. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

9. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

18/11/2019

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

Sulaiman

(Dr Sulaiman Sharieff)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar 563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3234**
Employee Name : **Dr Sulaiman Sharieff**
Effective Date : **18th July, 2024**

Your total annual compensation (CTC) will be **INR. 10,80,000 p.a.(Rupees Ten Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Salary Components	PM (INR)	PA (INR)
Basic	32,600	3,91,200
Dearness Allowance	16,300	1,95,600
House Rent Allowance	13,040	1,56,480
Additional Remuneration	28,060	3,36,720
Gross	**90,000**	**10,80,000**

CTC	**90,000**	**10,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Sulaiman

Employee Signature

Date: 18/7/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Sulaimar

Employee Signature **Date:** 18-07-2024.

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/ 1314 /2024-25 **SDUMC/HRM/AL/492 /2024**

18th July, 2024

Dr G S Pallavi
Chinthamani Taluk,
Bodampalli Batlahalli Post,
Munganahalli Hobli, Bodampalli,
Chikkaballapur, Karnataka - 563123.
Mobile No: 9535793821
Email Id: pallavissmc@gmail.com

Dear Dr Pallavi,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Paediatrics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**18th July, 2024**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3236**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

Pallavi G S

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the

Pallavi - 61

Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Medical College of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Medical College of Higher Education and Research**

18/7/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

Pallavi. GS

(Dr G S Pallavi)

18/07/2024

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3236**
Employee Name : **Dr G S Pallavi**
Effective Date : **18th July, 2024**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a (Rupees Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Pallavi G S

Employee Signature **Date:** 18/7/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Medical College of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Medical College"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

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d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

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b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 18/7/24

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 1329 /2024-25 SDUMC/HRM/AL/ 499 /2024

22nd July, 2024

Dr Sarumathi D
D/o Dhandapani
36/2C Angalamman, Koil Street,
Manjakuppam, Cuddalore,
TamilNadu - 607001
Email ID: drsarumicro@gmail.com
Mobile No: 8056837198.

Dear Dr Sarumathi,

b: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Microbiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**22nd July, 2024**
E.	**Compensation (CTC)**	:	**INR. 15,60,000 p.a.** **(Rupees Fifteen Lakhs Sixty Thousand Only)**
F.	**Employee Code**	:	**C3237**

1. General Terms and Conditions

a This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website

D. Sarumathi 22/7/24

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

D. Saumathi 22/7/24.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

D. Saraswathi
22/7/24.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

D. Saraswathi
22/7/24

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

22/7/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

D. Sarumathi 22/7/24.

(Dr Sarumathi D)

22/07/2024.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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Annexure - I

Employee Code : **C3237**
Employee Name : **Dr Sarumathi D**
Effective Date : **22nd July, 2024**

Your total annual compensation (CTC) will be **INR. 15,60,000 p.a. (Rupees Fifteen Lakhs Sixty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	42,000	5,04,000
DA	21,000	2,52,000
HRA	16,800	2,01,600
NPA	10,000	1,20,000
Additional Remuneration	40,200	2,42,400
Gross	1,30,000	15,60,000
Total CTC	**1,30,000**	**15,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

D. Sarumathi

Employee Signature

Date: 22.7.2024.

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

D Saraswathi 22/7/24

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

D. Saraswathi 22/7/24

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

D. Saraswathi

Employee Signature **Date:** 22.7.2024

Witness

1) Name: DR. SUDHAKAR.S Signature: S. Sudhakar 22/7/2024

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/ 1349 **/2024-25** **SDUMC/HRM/AL/** 503 **/2024**

23rd July, 2024

Dr J K Jayakumar
Shapur, Bangarpet,
Kolar, Karnataka - 563101.
Email ID: drjkshapur@gmail.com
Mobile No: 9611011339

Dear Dr Jayakumar,

Sub: Letter of Appointment

... welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Professor**
B.	**Department**	:	**Pharmacology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**23rd July, 2024**
E.	**Compensation (CTC)**	:	**INR. 13,20,000 p.a (Rupees Thirteen Lakhs Twenty Thousand Only)**
F.	**Employee Code**	:	**C3238**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

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a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

! **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

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You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

23/7/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

Agreed and accepted

(Dr Jayakumar)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3238**
Employee Name : **Dr J K Jayakumar**
Effective Date : **23rd July, 2024**

Your total annual compensation (CTC) will be **INR. 13,20,000 p.a. (Rupees Thirteen Lakhs Twenty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	42,000	5,04,000
DA	21,000	2,52,000
HRA	16,800	2,01,600
NPA	10,000	1,20,000
Additional Remuneration	20,200	2,42,400
Gross	1,10,000	13,20,000
Total CTC	**1,10,000**	**13,20,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 10

Witness

1) Name: Rekha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 1350 /2024-25 SDUMC/HRM/AL/504 /2024

23rd July, 2024

Dr Shankarappa R V
Veda Hospital, Near Venugopalaswamy Temple,
Kataripalya, Kolar, Karnataka- 563101.
Email ID: shankarapparv@gmail.com
Mobile No: 9448005851.

Dear Dr Shankarappa,

Sub: Letter of Appointment

welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Anaesthesiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**23rd July, 2024**
E.	**Compensation (CTC)**	:	**INR. 14,58,792 p.a (Rupees Forteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)**
F.	**Employee Code**	:	**C3239**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Eighteen (18) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

23/7/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar-563 103.

Agreed and accepted

(Dr Shankarappa R V)

23/7/2024

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar-563103

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Annexure - I

Employee Code : C3239
Employee Name : Dr Shankarappa R V
Effective Date : 23rd July, 2024

Your total annual compensation (CTC) will be **INR. 14,58,792 p.a. (Rupees Forteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	5,49,600
DA	22,900	2,74,800
HRA	18,320	2,19,840
NPA	10,000	1,20,000
Additional remuneration	24,546	2,94,552
Gross	1,21,566	14,58,792
Total CTC	**1,21,566**	**14,58,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date:

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Rakshantha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 1478 /2024-25 SDUAHER/HRM/AL/ 561 /2024

1st August, 2024

Mr. K Naveen
Flat No. 103, Sri Padmavathi Enclave,
Sankar Naidu Colony, Besides Thollapa Gardens,
Tiruchanoor, Daminedu,
Tirupati, Andhra Pradesh - 571503.
Email ID: naveenkunja7@gmail.com
Mobile No: 7995775008

Dear **Naveen,**

b: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Lecturer**
B.	**Department**	:	**Allied Health sciences**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**1st August, 2024**
E.	**Compensation (CTC)**	:	**INR. 5,76,000 p.a (Rupees Five Lakhs Seventy Six Thousand Only)**
F.	**Employee Code**	:	**C3245**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Mr. K Naveen)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code	:	**C3245**
Employee Name	:	**Mr. K Naveen**
Effective Date	:	**1st August, 2024**

Your total annual compensation (CTC) will be **INR. 5,76,000 p.a.**(Rupees Five Lakhs Seventy Six Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,050	2,88,600
DA	12,025	1,44,300
HRA	9,620	1,15,440
Addditonal Remuneration	2,305	27,660
Gross	**48,000**	**5,76,000**
Total CTC	**48,000**	**5,76,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Employee Signature

Date: 01.08.2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees.

The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 01-08-2024

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/ 1480 /2024-25 SDUAHER/HRM/AL/ 562 /2024

1st August, 2024

Dr. Soundariya Shankar
8/2A, 2nd ST, Meenambal Nagar,
Korukkupet, Washermanpet,
Chennai, Tamilnadu - 600021.
Email ID: soundariya2314@gmail.com
Mobile No: 9884842314

Dear **Dr Soundariya,**

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Clinical Nutrition and Dietetics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**1st August, 2024**
E.	**Compensation (CTC)**	:	**INR. 6,00,000 p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3246**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

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a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

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c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

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b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

02/08/24

(Dr. Soundariya Shankar)

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(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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Annexure - I

Employee Code : **C3246**
Employee Name : **Dr. Soundariya Shankar**
Effective Date : **1st August, 2024**

Your total annual compensation (CTC) will be **INR. 6,00,000 p.a.**(Rupees Six Lakhs Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,600	2,95,200
DA	12,300	1,47,600
HRA	9,840	1,18,080
Addditonal Remuneration	3,260	39,120
Gross	**50,000**	**6,00,000**
Total CTC	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

S. Soundariya 02/08/24

Employee Signature

Date: 1/8/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees.

The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

01/08/24

Employee Signature **Date:** 01/08/2024

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 1562 /2024-25 SDUAHER/HRM/AL/ 595 /2024

5th August, 2024

Mr. Akash T
70/1, VOC Street, Chetpet,
Nachapuram, Tiruvannamalai,
Tamail Nadu - 606801.
Email ID: akashthiru2000@gmail.com
Mobile No: 9790334953

Dear **Akash,**

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Lecturer**
B.	**Department**	:	**Allied Health sciences**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th August, 2024**
E.	**Compensation (CTC)**	:	**INR. 5,76,000 p.a (Rupees Five Lakhs Seventy Six Thousand Only)**
F.	**Employee Code**	:	**C3248**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

T.A.A

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

5/8/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Mr. Akash T)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : C3248
Employee Name : Mr. Akash T
Effective Date : 5th August, 2024

Your total annual compensation (CTC) will be **INR. 5,76,000 p.a.**(Rupees Five Lakhs Seventy Six Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,050	2,88,600
DA	12,025	1,44,300
HRA	9,620	1,15,440
Addditonal Remuneration	2,305	27,660
Gross	**48,000**	**5,76,000**
Total CTC	**48,000**	**5,76,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

T. A

Employee Signature

Date: 05/08/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and, its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees.

The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 05/08/2024

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 1563 /2024-25

SDUMC/HRM/AL/ 596 /2024

5th August, 2024

Dr Sharath Arumugam Ramani
Karpaga Nilaya, 3rd Cross Road,
Near Gokul College, Harohalli,
Kolar, Karnataka - 563101.
Email ID: sharath.ramani @gmail.com
Mobile No: 7760677194

Dear Dr Sharath,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Psychiatry**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th August, 2024**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3249**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall b reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the

Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

5/8/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

05/08/2024

(Dr Sharath Arumugam Ramani)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : C3249
Employee Name : Dr Sharath Arumugam Ramani
Effective Date : 5th August, 2024

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature AR **Date:** 05/08/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

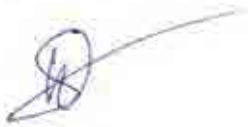
fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 05/08/2024

Witness

1) Name: Rakesha Signature: 

2) Name: Signature:

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SDUAHER/KLR/ADMN/1658 /2024-25 SDUMC/HRM/AL/609/2024

14th August, 2024

Dr J Sanjana
#43, 1st Cross, Near Karnataka Bank,
Ward no.150, Kasavanahalli,
Bangalore South, carmelaram,
Bangalore, Karnataka - 560035.
Email ID: sanjreddy1234@gmail.com
Mobile No: 99808 08833

Dear Dr Sanjana,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Paediatrics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**14th August, 2024**
E.	**Compensation (CTC)**	:	**INR. 14,58,792 p.a (Rupees Forteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)**
F.	**Employee Code**	:	**C3250**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of

the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.
d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.
e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Medical College of Higher Education and Research and we wish you the best.

r Sri Devaraj Urs Medical College of Higher Education and Research

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research

Agreed and accepted

(Dr J Sanjana)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3250**
Employee Name : **Dr J Sanjana**
Effective Date : **14th August, 2024**

Your total annual compensation (CTC) will be **INR. 14,58,792 p.a (Rupees Forteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	5,49,600
DA	22,900	2,74,800
HRA	18,320	2,19,840
NPA	10,000	1,20,000
Additonal Remuneration	24,546	2,94,552
Gross	1,21,566	14,58,792
Total CTC	**1,21,566**	**14,58,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 14/8/24

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Medical College of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Medical College"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 14/8/24

Witness

1) Name: Rakshitha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 1684 /2024-25 SDUMC/HRM/AL/ 618 /2024

19th August, 2024

Dr H G Sowjanya
#27, Shidlaghatta Taluk,
Kariyanapura, Kumbigangahalli,
Chikkaballapur, Karnataka - 562102.
Email ID: sowjanyasumithra@gmail.com
Mobile No: 9353880038

Dear Dr Sowjanya,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Pathology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**19th August, 2024**
E.	**Compensation (CTC)**	:	**INR. 10,80,000 p.a (Rupees Ten lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3252**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

Sowjanya

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

1. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

2. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

3. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the

Sowjanya

Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

4. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

5. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

Sowjanya

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

6. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

7. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

8. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

Sowjanya

9. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

Sowjanya
(Dr H G Sowjanya)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3252**
Employee Name : **Dr H G Sowjanya**
Effective Date : **19th August, 2024**

Your total annual compensation (CTC) will be **INR. 10,80,000 p.a.(Rupees Ten Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Salary Components	PM (INR)	PA (INR)
Basic	32,600	3,91,200
Dearness Allowance	16,300	1,95,600
House Rent Allowance	13,040	1,56,480
Additional Remuneration	28,060	3,36,720
Gross	**90,000**	**10,80,000**

CTC	**90,000**	**10,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Sowjanya

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

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1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

Sowjanya

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

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a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

Sanjanya

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Sowjanya

Employee Signature **Date:** 19/8/24

Witness

1) Name: Rakshaka Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 1701 /2024-25 SDUMC/HRM/AL/62 //2024

21st August, 2024

Dr Jyothsnya S
#55, 3rd Cross, Church Street,
8th Block Annex, Koramangala,
Bnagalore South,Koramangala Vi Bk,
Bangalore, Karnataka - 560095.
Mobile No: 9886327649
:mail Id: srijyothsnya@gmail.com

Dear Dr Jyothsnya,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Associate Professor**
B.	**Department**	:	**Pharmacology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**21st August, 2024**
E.	**Compensation (CTC)**	:	**INR. 19,28,676 p.a (Rupees Nineteen Lakhs Twenty Eight Thousand Six Hundred and Seventy Six Only)**
F.	**Employee Code**	:	**C3253**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Dr. Jyothsnya S

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sdumc.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

Dr. Jyothsnya

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

. or **Sri Devaraj Urs Academy of Higher Education and Research**

21/6/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103

Agreed and accepted

Dr Jyothsnya S

(Dr Jyothsnya S)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563 103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3253**
Employee Name : **Dr Jyothsnya S**
Effective Date : **21st August, 2024**

Your total annual compensation (CTC) will be **INR. 19,28,676 p.a. (Rupees Nineteen Lakhs Twenty Eight Thousand Six Hundred and Seventy Six Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	54,400	6,52,800
DA	27,200	3,26,400
HRA	21,760	2,61,120
NPA	15,000	1,80,000
Additional Remuneration	42,363	5,08,356
Gross	1,60,723	19,28,676
Total CTC	**1,60,723**	**19,28,676**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature Dr. Jyothsnya S

Date: 21/8/2024.

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential Information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be

severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature Dr Jyothikumar S **Date:** 21/8/2024

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/ 1703 /2024-25 SDUMC/HRM/AL/622 /2024

21st August, 2024

Dr Bhargavi D
Old post office Road,
Gunigantipalya, Mulbagailu,
Kolar, Karnataka - 563131.
Email ID: bhargu.dabbir@gmail.com
Mobile No: 9945059851

ear Dr Bhargavi,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Radio-Diagnosis**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**21st August, 2024**
E.	**Compensation (CTC)**	:	**INR. 18,60,120 p.a (Rupees Eighteen Lakhs Sixty Thousand Only)**
F.	**Employee Code**	:	**C3254**

1 **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sdumc.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

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You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

21/8/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

Agreed and accepted

(Dr Bhargavi D)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Annexure - I

Employee Code : **C3254**
Employee Name : **Dr Bhargavi D**
Effective Date : **21st August, 2024**

Your total annual compensation (CTC) will **INR. 18,60,000 p.a.(Rupees Eighteen Lakhs Sixty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
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HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Radio- Diagnosis Special Allowance	55,000	6,60,000
Gross	**1,55,000**	**18,60,000**
Total CTC	**1,55,000**	**18,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature Bhargavi **Date:** 21/08/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

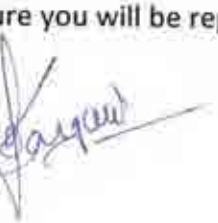
3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature 

Date: 21/08/2024.

Witness

1) Name: Rakshavi S Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/1798 /2024-25 SDUMC/HRM/AL/669/2024

31st August, 2024

Dr Seethal Rose
Kurisinkal, pulpally P.O,
Wayanad, Kerala - 673579.
Email ID: seethalrose@gmail.com
Mobile No: 8289845015

Dear Dr Seethal,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Community Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**31st August 2024**
E.	**Compensation (CTC)**	:	**INR. 13,20,000 p.a. (Rupees Thirteen Lakhs Twenty Thousand Only)**
F.	**Employee Code**	:	**C3256**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the

Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

27/8/2024

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

30/8/2024

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr Seethal Rose)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3256**
Employee Name : **Dr Seethal Rose**
Effective Date : **31st August 2024**

Your total annual compensation (CTC) will be **INR. 13,20,000 p.a. (Rupees Thirteen Lakhs Twenty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	42,000	5,04,000
DA	21,000	2,52,000
HRA	16,800	2,01,600
NPA	10,000	1,20,000
Additional Remuneration	20,200	2,42,400
Gross (A)	**1,10,000**	**13,20,000**
Total CTC	**1,10,000**	**13,20,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Seethal

Employee Signature

Date: 31/08/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

31/08/24

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security check and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.
10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the

event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

nployee Signature

Date: 31/08/24

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 1837/2024-25 SDUMC/HRM/AL/701 /2024

3rd September, 2024

Dr Gagan Kumar H A
Tekal Road, Bypass,
Chowdeshwari Nagar,
Kolar, Karnataka - 563101.
Email ID: gagankumarha99@gmail.com
Mobile No: 98442 85873

Dear Dr Gagan,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Anatomy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd September, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3260**

. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

3/9/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research Tamaka

Agreed and accepted

(Dr Gagan Kumar H A)

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3260**
Employee Name : **Dr Gagan Kumar H A**
Effective Date : **3rd September, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26,667	3,20,004
DA	11,200	1,34,400
HRA	2,133	25,596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 3/9/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

* **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. Student and Patient Records

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be

severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 3/9/24

Witness

1) Name: Sowika. P Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/ 1838 /2024-25 SDUMC/HRM/AL/702/2024

3rd September, 2024

Dr Sonika P
Ward No.08, Chinatamani Taluk,
9th Cross, Behind RTO Office,
Kanampalli, Chikkaballapura, Karnataka - 563125.
Mobile No: 9611787619
Email Id: sonikadesai99@gmail.com

ır Dr Sonika,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Forensic Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd September, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3261**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

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It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

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c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

13/9/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103.

Agreed and accepted

(Dr Sonika P)

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3261**
Employee Name : **Dr Sonika P**
Effective Date : **3rd September, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
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****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept ther.. for employment at the Medical College.

Employee Signature

Date: 3/9/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

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Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be

severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 3/9/24

Witness

1) Name: Gagan Kumar H.R Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 1894 /2024-25 SDUAHER/HRM/AL/ 757 /2024

5th September, 2024

Mr. Akshay Kumar N
Thimmasandra, Kembodi,
Kolar, Karnataka - 563101.
Email ID: akshaygowdan111@gmail.com
Mobile No: 8317322413

ear Akshay,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Dietician**
B.	**Department**	:	**Clinical Nutrition and Dietetics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th September, 2024**
E.	**Compensation (CTC)**	:	**INR. 2,47,800 p.a (Rupees Two Lakhs Forty Seven Thousand Eight Hundred only)**
F.	**Employee Code**	:	**C3262**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Akshay Kumar N

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Academy at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

Akshaykumar M

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

After confirmation, the Academy reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

Akshay Kumar N

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operationa requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

Akshaykumar N

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

Registrer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563 103

Agreed and accepted

Akshay kumar N

(Mr. Akshay kumar N)

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563 103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3262**
Employee Name : **Mr. Akshay Kumar N**
Effective Date : **5th September, 2024**

Your total annual compensation (CTC) will be **INR. 2,47,800 p.a.**(Rupees Two Lakhs Forty Seven Thousand Eight Hundred Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	12,500	1,50,000
DA	6,250	75,000
HRA	1,250	15,000
Gross	**20,000**	**2,40,000**
ESI	650	7,800
Total CTC	**20,650**	**2,47,800**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Akshay Kumar N

Employee Signature

Date: 05/09/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

Academy Intellectual Property

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

Akshay Kumar N

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake no to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

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unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Akshaykumar M

Employee Signature

Date: 05/09/2024

Witness

1) Name: Paksha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/ 1892 /2024-25 SDUAHER/HRM/AL/ 758 /2024

5th September, 2024

Ms. SA Thejaswi
11-564/c,
Radhabangla, Palamaner,
Chittoor, Andra Pradesh - 517408.
Email ID: drthejaswisa21@gmail.com
Mobile No: 7815942203

Dear Tejaswi

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Clinical Therapist**
B.	**Department**	:	**Physiotherapy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th September, 2024**
E.	**Compensation (CTC)**	:	**INR. 2,23,020 p.a (Rupees Two Lakhs Twenty Three Thousand Twenty only)**
F.	**Employee Code**	:	**C3263**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Thejaswi

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operationa requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

Agreed and accepted

(SA Thejaswi)

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3263**
Employee Name : **Ms. SA Thejaswi**
Effective Date : **5th September, 2024**

Your total annual compensation (CTC) will be **INR. 2,23,020 p.a.**(Rupees Two Lakhs Twenty Three Thousand Twenty Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	11,250	1,35,000
DA	5,625	67,500
HRA	1,125	13,500
Gross	**18,000**	**2,16,000**
ESI	585	7,020
Total CTC	**18,585**	**2,23,020**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Thejaswi

Employee Signature

Date: 5/9/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any Intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature Thijaveer **Date:** 05/9/2024

Witness

1) Name: Rekha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/ 9075 /2024-25 SDUAHER/HRM/AL/ 819 /2024

18th September, 2024

Mr. Shashwath P Naidu
#93/A, 4th Mainroad,
7th Cross, Near Govt School, Bapujinagar,
Mysore Road, Bangalore South,
Gvt Electric Factory, Bangalore – 560026.
Email ID: shashwathspk@gmail.com
Mobile No: 8197909666

Dear **Shashwath,**

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Lecturer**
B.	**Department**	:	**Physiotherapy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**18th September, 2024**
E.	**Compensation (CTC)**	:	**INR. 6,00,000 p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3265**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Shashwath P

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academ either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

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a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainfi interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar
18/09/2024

Registrar
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar - 563 103

Agreed and accepted

(Mr. Shashwath P Naidu)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

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Annexure - I

Employee Code : **C3265**
Employee Name : **Mr. Shashwath P Naidu**
Effective Date : **18th September, 2024**

Your total annual compensation (CTC) will be **INR. 6,00,000 p.a.**(Rupees Six Lakhs Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,600	2,95,200
DA	12,300	1,47,600
HRA	9,840	1,18,080
Addditonal Remuneration	3,260	39,120
Gross	**50,000**	**6,00,000**
Total CTC	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Shashwath P

Employee Signature

Date: 18/09/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

Shashidhar

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with th business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 18/09/2024

Witness

1) Name: Pavithra Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 2094 **/2024-25** **SDUMC/HRM/AL/**821 **/2024**

19th September, 2024

Dr Mohammed Yaseen
Near Old C C Water Works,
Tippu Nagar, Kolar, Karnataka - 563101.
Mobile No: 7619280789
Email Id: mdyaseen090@gmail.com

ear Dr Mohammed Yaseen,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Junior Resident**
B.	**Department**	:	**Urology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**19th September, 2024**
E.	**Compensation (CTC)**	:	**INR. 6,00,000 p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3266**

1. General Terms and Conditions

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your

performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

   This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

19/9/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Mohammed Yaseen)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Annexure - I

Employee Code : **C3266**
Employee Name : **Dr Mohammed Yaseen**
Effective Date : **19th September, 2024**

Your total annual compensation (CTC) will be **INR. 6,00,000 p.a. (Rupees Six Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,600	2,95,200
DA	12,300	1,47,600
HRA	9,840	1,18,080
Additional Remuneration	3,260	39,120
Gross	**50,000**	**6,00,000**
Total CTC	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 19/9/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1 **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 19/09/2024

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/2096 /2024-25 SDUMC/HRM/AL/899 /2024

19th September, 2024

Dr Manasa S K
#1092, Stage 1, Block 3,
Behind S P Office, Kuda Layout,
Tamaka, Kolar, Karnataka - 563101.
Mobile No: 9071323308
Email Id: manasanaidu369@gmail.com

Dear Dr Manasa,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Junior Resident**
B.	**Department**	:	**Neuro-Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**19th September, 2024**
E.	**Compensation (CTC)**	:	**INR. 6,00,000 p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3267**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

After confirmation, the Medical College reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operation requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

   This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

19/9/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103

Agreed and accepted

10

(Dr Manasa S K)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3267**
Employee Name : **Dr Manasa S K**
Effective Date : **19th September, 2024**

Your total annual compensation (CTC) will be **INR. 6,00,000 p.a. (Rupees Six Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,600	2,95,200
DA	12,300	1,47,600
HRA	9,840	1,18,080
Additional Remuneration	3,260	39,120
Gross	**50,000**	**6,00,000**
Total CTC	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 19/9/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

* **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 19/9/24

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/ 2111 /2024-25 SDUAHER/HRM/AL/ 830 /2024

23rd September, 2024

Ms. H S Mamatha
Honaganahalli, Anagondahalli,
Kolar, Karnataka – 563131.
Email ID: shreemamatha59@gmail.com
Mobile No: 8073912659

ear Mamatha,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**R L Jalappa College of Pharmacy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**23rd September, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,20,000 p.a (Rupees Four Lakhs Twenty Thousand only)**
F.	**Employee Code**	:	**C3268**

1. **General Terms and Conditions**

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website

(https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that yc will abide by the applicable Service Rules as may be in effect from time to time with respect to your function (the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **R L Jallappa College of Pharmacy** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

23/9/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar - 563 103.

Agreed and accepted

(H S Mamatha)

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3268**
Employee Name : **Ms. H S Mamatha**
Effective Date : **23rd September, 2024**

Your total annual compensation (CTC) will be **INR. 4,20,000 p.a.**(Rupees Four Lakhs Twenty Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	20,000	2,40,000
DA	4,000	48,000
HRA	2,000	24,000
Additional Remuneration	9,000	1,08,000
Gross	**35,000**	**4,20,000**
Total CTC	**35,000**	**4,20,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Employee Signature

Date: 23/9/24

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1 **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

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a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 23/09/024

Witness

1) Name: Raksha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/2112 /2024-25 SDUMC/HRM/AL/ 832 /2024

23rd September, 2024

Dr Shravani V
Pandivaripalli Village,
Srinivasapura Taluk,
Pulugurkote, Kolar, Karnataka - 563135.
Mobile No: 9740941722
Email Id: shravaniv49@gmail.com

Dear Dr Shravani

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Junior Resident**
B.	**Department**	:	**Urology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**23rd September, 2024**
E.	**Compensation (CTC)**	:	**INR. 6,00,000 p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3269**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Shravani V

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medi College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtim worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

Shivaraj V

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

After confirmation, the Medical College reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

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e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operationa requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainfu. interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

Bhavani V

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

   This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

23/9/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

Shravani V

(Dr Shravani V)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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Annexure - I

Employee Code : **C3269**
Employee Name : **Dr Shravani V**
Effective Date : **23rd September, 2024**

Your total annual compensation (CTC) will be **INR. 6,00,000 p.a. (Rupees Six Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,600	2,95,200
DA	12,300	1,47,600
HRA	9,840	1,18,080
Additional Remuneration	3,260	39,120
Gross	**50,000**	**6,00,000**
Total CTC	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Shravani.V
Employee Signature

Date: 23/09/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

* **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

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including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. Student and Patient Records

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or i competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

Bhavani. V

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Shravani. V

Employee Signature **Date:** 28/09/2024

Witness

1) Name: Rekha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 2116 /2024-25 SDUAHER/HRM/AL/ 832 /2024

23rd September, 2024

Mr. Sabeer S
3/72, Karunkulikkadu,
Melmangalam Post,
Aranthangi Taluka, Pudukkottai,
Memangalam, Tamilnadu - 614616.
Email ID: sabeer.syed720@gmail.com
Mobile No: 8870098104

Dear **Sabeer,**

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Lecturer**
B.	**Department**	:	**Allied Health Sciences**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**23rd September, 2024**
E.	**Compensation (CTC)**	:	**INR. 5,76,000 p.a (Rupees Five Lakhs Seventy Six Thousand Only)**
F.	**Employee Code**	:	**C3270**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtim worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

23/9/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Sabeer S)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3270**
Employee Name : **Mr. Sabeer S**
Effective Date : **23rd September, 2024**

Your total annual compensation (CTC) will be **INR. 5,76,000 p.a.**(Rupees Five Lakhs Seventy Six Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,050	2,88,600
DA	12,025	1,44,300
HRA	9,620	1,15,440
Addditonal Remuneration	2,305	27,660
Gross	**48,000**	**5,76,000**
Total CTC	**48,000**	**5,76,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept the[illegible] for employment at the Academy.

S. Sabeer

Employee Signature

Date: 9 S. Sabeer

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

1. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 23/9/24

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/2114 /2024-25 SDUMC/HRM/AL/831/2024

23rd September, 2024

Dr Sheeba. R
2-9A, Vedhagiri Street,
Gingee Road, Tindivanam,
Vilupuram, Tamil Nadu - 604001.
Email ID: sheeba.rafath@gmail.com
Mobile No: 96779 04204

Dear Dr Sheeba,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**23rd September, 2024**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3271**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medica College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve(12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

23/9/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Sheeba)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3271**
Employee Name : **Dr Sheeba**
Effective Date : **23rd September, 2024**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
DA	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additional Remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 23/9/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

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a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

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c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

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b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

.. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

R. Ruth

Employee Signature **Date:** 23/9/24

Witness

1) Name: Rakesh Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 2115 /2024-25 SDUMC/HRM/AL/ 833 /2024

23rd September, 2024

Dr S Archana
182, Venkateshwara Badavani,
Srinivaspur, Kolar, Karnataka - 563135.
Mobile No: 9901172802
Email Id: archanasreddy16@gmail.com

Dear Dr Archana,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Junior Resident**
B.	**Department**	:	**Neuro-Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**23rd September, 2024**
E.	**Compensation (CTC)**	:	**INR. 6,00,000 p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3272**

1. General Terms and Conditions

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website

Archana S

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your

performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

Archana S

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainfu' interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part t. tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

p Archana

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

23/9/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr S Archana)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : C3272
Employee Name : Dr S Archana
Effective Date : 23rd September, 2024

Your total annual compensation (CTC) will be **INR. 6,00,000 p.a. (Rupees Six Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,600	2,95,200
DA	12,300	1,47,600
HRA	9,840	1,18,080
Additional Remuneration	3,260	39,120
Gross	**50,000**	**6,00,000**
Total CTC	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Archana S

Employee Signature

Date: 23/09/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or i competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature B.R.Chavan **Date:** B.R.Chavan 23/09/24

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/2146 /2024-25 SDUAHER/HRM/AL/838/2024

26th September, 2024

Ms. S Shalini
8-709, Thotapalyam,
Chittoor, Andhra Pradesh – 517001.
Email ID: shalumala2001@gmail.com
Mobile No: 7395879065

ear **Shalini,**

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Lecturer**
B.	**Department**	:	**Allied Health sciences**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**26th September, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,20,000 p.a (Rupees Four Lakhs Twenty Thousand Only)**
F.	**Employee Code**	:	**C3273**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website

S Shalini

(https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that yo will abide by the applicable Service Rules as may be in effect from time to time with respect to your function c the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

S. Shekhi

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

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c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

S. Shalini

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainfu' interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

P S-Shalini

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

26/9/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar -563 103.

Agreed and accepted

S. Shalini

(S Shalini)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar-563 103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3273**
Employee Name : **Ms. S Shalini**
Effective Date : **26th September, 2024**

Your total annual compensation (CTC) will be **INR. 4,20,000 p.a.**(Rupees Four Lakhs Twenty Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	20,000	2,40,000
DA	10,000	1,20,000
HRA	2,000	24,000
Addditonal Remuneration	3,000	36,000
Gross	**35,000**	**4,20,000**
Total CTC	**35,000**	**4,20,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

S. Shalini

Employee Signature

Date: 26/09/24

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1 **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

S. Shalini

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with th business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

S Shalini

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature S. Lakshmi **Date:** 26/09/24

Witness

1) Name: Rakika Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/2077/2024-25 SDUAHER/HRM/AL/ 917 /2024

10th October, 2024

Mr. Ranjith Anumasa
Flat Number 808, Saket Pranamam,
Gowdavally, Yashoda Institute of Physiotherapy,
Goudavelle, Medchal-malkajgiri Telangana – 501401.
Email ID: anumasaranjith@gmail.com
Mobile No: 7204619136

Dear **Ranjith,**

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Associate Professor**
B.	**Department**	:	**Physiotherapy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**10th October, 2024**
E.	**Compensation (CTC)**	:	**INR. 10,80,000 p.a (Rupees Ten Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3276**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender written declaration to the Management to the above effect, before such a deal is entered into.

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e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

   This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

10/10/2024

Dr Muninarayana C
Registrar

Agreed and accepted

(Mr. Ranjith Anumasa)

Dr D V L N Prasad
Chief Administrative Officer

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Annexure - I

Employee Code : **C3276**
Employee Name : **Mr. Ranjith Anumasa**
Effective Date : **10th October, 2024**

Your total annual compensation (CTC) will be **INR. 10,80,000 p.a.**(Rupees Ten Lakhs Eighty Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	40,900	4,90,800
DA	20,450	2,45,400
HRA	16,360	1,96,320
Addditonal Remuneration	12,290	1,47,480
Gross	**90,000**	**10,80,000**
Total CTC	**90,000**	**10,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept then for employment at the Academy.

Employee Signature **Date:** 10/10/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

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Academy Intellectual Property

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

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limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

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3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

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6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

    This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 10/10/24

Witness

1) Name: Rakesh Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 8276 /2024-25 SDUAHER/HRM/AL/ 916 /2024

10th October, 2024

Mr. Kethawath Vinay Kumar
H No 9-12, Nalla Methala Thanda,
Farooq Nagar Mandal, Burgul,
Mhabubnagar, Andhra Pradesh - 509202.
Email ID: dr.vinnu.physio@gmail.com
Mobile No: 9901145288

Dear **Vinay,**

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research.** We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Lecturer**
B.	**Department**	:	**Physiotherapy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**10th October, 2024**
E.	**Compensation (CTC)**	:	**INR. 6,00,000 p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3277**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

   This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

10/10/2024

Dr Muninarayana C
Registrar

Agreed and accepted

(Mr. Kethawath Vinay Kumar)

Dr D V L N Prasad
Chief Administrative Officer

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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Annexure - I

Employee Code : **C3277**
Employee Name : **Mr. Kethawath Vinay Kumar**
Effective Date : **10th October, 2024**

Your total annual compensation (CTC) will be **INR. 6,00,000 p.a.**(Rupees Six Lakhs Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,600	2,95,200
DA	12,300	1,47,600
HRA	9,840	1,18,080
Addditonal Remuneration	3,260	39,120
Gross	**50,000**	**6,00,000**
Total CTC	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Employee Signature

Date: 10/10/2024

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH
(A Deemed to be University declared under Section 3 of UGC Act 1956)
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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

Academy Intellectual Property

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

    This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 10/10/2024

Witness

1) Name: Raksha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/2329/2024-25 SDUMC/HRM/AL/946 /2024

17th October, 2024

Dr. Sharanya V
#112 Temple Bell Apartments A Block,
16th Cross, Rajarajeshwarinagar, Bangalore South,
Bengaluru, Karnataka - 560098.
Email ID: v.sharanya067@gmail.com
Mobile No: 9448547129

Dear Dr Sharanya,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Obstetrics and Gynecology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**17th October, 2024**
E.	**Compensation (CTC)**	:	**INR. 14,58,792 p.a (Rupees Forteen lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)**
F.	**Employee Code**	:	**C3278**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Dr Sharanya V

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medic... College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

17/10/2024

Dr. Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr. Sharanya V)

Dr. D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar (District)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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Annexure - I

Employee Code : **C3278**
Employee Name : **Dr.Sharanya V**
Effective Date : **17th October 2024**

Your total annual compensation (CTC) will be **INR. 14,58,792 p.a.**(Rupees Forteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45800	5,49,600
Dearness Allowance	22900	2,74,800
HRA	18320	2,19,840
NPA	10000	1,20,000
Additional Allowance	24546	2,94,552
Gross	**1,21,566**	**14,58,792**
Total CTC	**1,21,566**	**14,58,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Sharanya V

Employee Signature

Date: 17/10/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

   a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

   b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

   c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

   d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

   e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department

Employee Signature Shreenya V.

Date: 10/10/2020

Witness

1) Name: Rakesh Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 2425/2024-25 SDUMC/HRM/AL/976 /2024

24th October, 2024

Dr Varghese Mathew
No2/42, Rajiji Road,
West Tambaram, Kancheepuram,
Tamil Nadu- 600045.
Email ID: drvarghesemathew26@live.com
Mobile No: 8124173456

ear Dr Mathew,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Paediatrics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**24th October, 2024**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3281**

1 **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medica College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve(12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

24/10/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103.

Agreed and accepted

(Dr Varghese Mathew)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3281**
Employee Name : **Dr Varghese Mathew**
Effective Date : **24th October, 2024**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
DA	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additional Remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature .

Date: 24 - 10 - 2024

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 24-10-2024

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College
[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]
TAMAKA, KOLAR-563 103, KARNATAKA, INDIA
Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in, Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/2880 /2024-25 SDUAHER/HRM/AL/1065 /2024

12th November, 2024

Ms. Reshma R
Kannoor House,
Vadakkumkara, Thrissur,
Kerala- 680662.
Email Id: reshmakannoor@gmail.com
Mob No: 9207555146

Dear Reshma,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Audiologist Grade II**
B.	**Department**	:	**Speech Pathology and Audiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**12th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 3,60,000 p.a (Rupees Three Lakhs Sixty Thousand only)**
F.	**Employee Code**	:	**C3286**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

12/1/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Reshma R)

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3286**
Employee Name : **Ms Reshma R**
Effective Date : **12th November, 2024**

Your total annual compensation (CTC) will be **INR. 3,60,000 p.a.**(Rupees Three Lakhs Sixty Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	16,800	2,01,600
DA	8,400	1,00,800
HRA	1,680	20,160
Additonal Remuneration	3,120	37,440
Gross	**30,000**	**3,60,000**
Total CTC	**30,000**	**3,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Employee Signature

Date: 12/11/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with th business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

1. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

13. Your appointment as Audiologist Grade I is conditional upon the submission of your Post Graduation 4th Semester Marks and Course Completion Certificate. Upon verification of these documents, you will be designated as Audiologist Grade I. Accordingly comprehensive and formal Redesignation letter will be issued to you.

Employee Signature

Date: 12/11/2024

itness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College
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SDUAHER/KLR/ADMN/2938 /2024-25 SDUMC/HRM/AL/1067/2024

15th November, 2024

Dr Akshay G S
Gownicheruvapalli,
Peddur, Chikkaballapur,
Chintamani, Karnataka- 563156.
Mobile No: 9606658616
Email Id:rajakshay676@gmail.com

Dear Dr Akshay,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Biochemistry**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**15th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3287**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

15/11/2024

Dr Muninarayana C
Registrar

Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar-563103.

Agreed and accepted

(Dr Akshay G S)

Dr D V L N Prasad
Chief Administartive Officer

Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3287**
Employee Name : **Dr Akshay G S**
Effective Date : **15th November, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26,667	3,20,004
DA	11,200	1,34,400
HRA	2,133	25,596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 15/11/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be

severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 15/11/2024

Witness

1) Name: Rakshita Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/2936 /2024-25 **SDUMC/HRM/AL/1069/2024**

15th November, 2024

Dr Nanda Kishore G K
5B, Gandlahalli,
Kolar, Karnataka - 563126.
Mobile No: 9148738693
Email Id: nandakgowda67@gmail.com

Dear Dr Nanda Kishore,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Biochemistry**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**15th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3289**

1. General Terms and Conditions

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For Sri Devaraj Urs Academy of Higher Education and Research

15/11/2024

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Nanda Kishore G K)

Dr D V L N Prasad,
Chief Administartive Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar-563103

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Annexure - I

Employee Code	:	**C3289**
Employee Name	:	**Dr Nanda Kishore G K**
Effective Date	:	**15th November, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
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You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Dr Kishore

Employee Signature

Date: 15/11/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

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a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

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d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

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a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be

Jagadishwar

severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature Jaffkishore

Date: 15/11/2024

Witness

1) Name: Pakiha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 2935 /2024-25 SDUMC/HRM/AL/ 1070 /2024

15th November, 2024

Dr Sunil Chandrashekar
Nanasu, No 403, 3rd Floor,
Royal Meadows Apartment,
Royal Enclave Layout, 1st Main Road,
Jakkur, Bengaluru, Karnataka - 560064.
Email ID: drsunilcvims@gmail.com
Mobile No: 9663047174

Dear Dr Sunil,

ub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Orthopedics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**15th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 15,18,792 p.a (Rupees Fifteen Lakhs EighteenThousand Seven Hundred and Ninety Two Only)**
F.	**Employee Code**	:	**C3290**

1. **General Terms and Conditions**

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve(12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results thi meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

15/11/2024

Dr Muninarayan C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Sunil Chandrashekar)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3290**
Employee Name : **Dr Sunil Chandrashekar**
Effective Date : **15th November, 2024**

Your total annual compensation (CTC) will be **INR. 15,18,792 p.a. (Rupees Fifteen Lakhs Eighteen Thousand Seven Hundred and Ninety Two Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	5,49,600
DA	22,900	2,74,800
HRA	18,320	2,19,840
NPA	10,000	1,20,000
Additional Remuneration	24,546	2,94,552
Special Other Allowances	5,000	60,000
Gross	1,26,566	15,18,792
Total CTC	**1,26,566**	**15,18,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 15/11/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and, its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts o. Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 15/11/24

Witness

1) Name: Rakiba Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/2950 /2024-25 SDUMC/HRM/AL/1076/2024

18th November, 2024

Dr Bhavya H
H.No 54, 3rd cross,
Muneswara Layout, Ward No 21,
Gauribidanur, Chikkaballapur,
Karnataka - 561208.
Mobile No: 9900492085
Email Id: bhavyashree1801@gmail.com

Dear Dr Bhavya,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Junior Resident**
B.	**Department**	:	**Urology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**18th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 6,00,000 p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3291**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medic[illegible] College, either domestic or abroad, should the business need arise. You will be subject to and hereby confir that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtim worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

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a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

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You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operatio requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

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b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of tl Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainf_. interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

Bhanu

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

18/11/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar-563 103.

Agreed and accepted

Bhavya H

(Dr Bhavya H)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar-563 103.

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Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3291**
Employee Name : **Dr Bhavya H**
Effective Date : **18th November, 2024**

Your total annual compensation (CTC) will be **INR. 6,00,000 p.a. (Rupees Six Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,600	2,95,200
DA	12,300	1,47,600
HRA	9,840	1,18,080
Additional Remuneration	3,260	39,120
Gross	**50,000**	**6,00,000**
Total CTC	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

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I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Bhavya H

Employee Signature

Date: 18/11/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

B Bhavya M

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 18/11/24

Witness

1) Name: Rakesh Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/3952/2024-25 SDUMC/HRM/AL/1078/2024

18th November, 2024

Dr Shashikiran V G
Nelamangala Taluk,
Huralihalli, Bangalore Road,
Karnataka – 562123.
Email ID: 27shashikiran@gmail.com
Mobile No: 8431062529

Dear Dr Shashikiran,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Physiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**18th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3292**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Shashikiran V

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

Shashidharan

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

Shashidhar VG

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results tl meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

Shashidharan.V.C

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

18/11/2021

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

Shashikiran

(Dr Shashikiran V G)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3292**
Employee Name : **Dr Shashikiran V G**
Effective Date : **18th November, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept th for employment at the Medical College.

Shashikiran V G

Employee Signature

Date: 18/11/2024

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

Shashikiran. V

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafte undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

Shruthi Kiran. G

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 18/11/2024

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/5949 /2024-25 **SDUMC/HRM/AL/1081 /2024**

18th November, 2024

Dr Meirajuddin Tousif
#966, Behind Malangshah,
Wall darga, someshwara temple,
Fort, Kolar, Karnataka - 563101.
Email Id: meirajtousif@gmail.com
Mobile No: 8792791455

Dear Dr Tousif,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Pharmacology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**18th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3293**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

18/11/24.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

12/4/24.

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

18/11/24

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

 18/11/24

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

18/11/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

18/11/24
(Dr Meirajuddin Tousif)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3293**
Employee Name : **Dr Meirajuddin Tousif**
Effective Date : **18th November, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature 18/11/24

Date: 18 Nov

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

18/11/24

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

18/11/21

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 18/11/24.

tness

1) Name: Rakshith Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College
[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]
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SDUAHER/KLR/ADMN/2948 /2024-25

SDUMC/HRM/AL/ 1077/2024

18th November, 2024

Dr Rakshith Gowda M
#6, Saraswathi Krupa,
Muniga Layout,
Near Mukunda Theatre,
Maruthi Sevanagar, Bangalore North,
Bangalore, Karnataka - 560033.
Email ID: rakshithgowdam007@gmail.com
Mobile No: 9611971191

Dear Dr Rakshith,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Forensic Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**18th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3294**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

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j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

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b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

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d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

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a. Leave and Holidays as applicable below to your category of employees and location

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9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

18/11/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Rakshith Gowda M)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3294**
Employee Name : **Dr Rakshith Gowda M**
Effective Date : **18th November, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date:

...:ness

1) Name: Raksha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/2951 /2024-25 SDUMC/HRM/AL/1079/2024

18th November, 2024

Dr Rakshith V Moodubagil
#D-104, Sri Shaila,
Mallikarjuna Krupa, D-Block, 6th Cross,
Gopala Gowda Extension,
Shimoga, Karnataka - 577205.
Email ID: rakshi8180@gmail.com
Iobile No: 9481522983

Dear Dr Rakshith,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Anatomy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**18th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3295**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

Agreed and accepted

(Dr Rakshith V Moodubagil)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3295**
Employee Name : **Dr Rakshith V Moodubagil**
Effective Date : **18th November, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
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Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 18/11/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 18/4/24

Witness

1) Name: Rakesh Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/2945/2024-25 SDUMC/HRM/AL/1082/2024

18th November, 2024

Dr Jashwanth D
Kuppahalli Village,
Volegeranahalli Post,
Srinivasapura Taluk, Kolar, Karnataka - 563126.
Email ID: jashwanth99d@gmail.com
Mobile No: 79960 41602

Dear Dr Jashwanth,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Anatomy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**18th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3296**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Jashwanth.D

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

Jaahavanth-D

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

Eshwarappa D

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

Jaishwanth.J

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Jashwanth D)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3296**
Employee Name : **Dr Jashwanth D**
Effective Date : **18th November, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept then for employment at the Medical College.

Jashwanth D
Employee Signature

Date: 18/11/24

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

- **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, . undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

Jutwanth

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

   I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Tasheenth.

Employee Signature

Date: 18/11/24.

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/2447 /2024-25 SDUMC/HRM/AL/1080 /2024

18th November, 2024

Dr Bindan Tej Poola
Madanpalle, Chittoor,
Andhra Pradesh- 517325.
Mobile No: 9731145334
Email Id: bindantej111@gmail.com

ır Dr Bindan,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Junior Resident**
B.	**Department**	:	**Nephrology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**18th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 6,00,000 p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3297**

1. **General Terms and Conditions**

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to you function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your

performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar-563 103.

Agreed and accepted

(Dr Bindan Tej Poola)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3297**
Employee Name : **Dr Bindan Tej Poola**
Effective Date : **18th November, 2024**

Your total annual compensation (CTC) will be **INR. 6,00,000 p.a. (Rupees Six Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,600	2,95,200
DA	12,300	1,47,600
HRA	9,840	1,18,080
Additional Remuneration	3,260	39,120
Gross	**50,000**	**6,00,000**
Total CTC	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 18/11/24

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[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

- **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

    This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 18/11/24

Witness

1) Name: Raksha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/2946 /2024-25 SDUMC/HRM/AL/1084/2024

18th November, 2024

Dr. Suma K R
#40, 1st Cross,
Near Gokul College,
Kolar, Karnataka - 563101.
Email ID: sumakr7@gmail.com
Mobile No: 9880447971

Dear Dr Suma,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Dermatology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**18th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 14,58,792 p.a (Rupees Forteen lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)**
F.	**Employee Code**	:	**C3298**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Suma K.R

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

Sumo.K.R

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

Suma. K.R.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

Sima KR

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr. Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research

Agreed and accepted

(Dr. Suma K R)

Dr. D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3298**
Employee Name : **Dr. Suma K R**
Effective Date : **18th November 2024**

Your total annual compensation (CTC) will be **INR. 14,58,792 p.a.**(Rupees Forteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45800	5,49,600
Dearness Allowance	22900	2,74,800
HRA	18320	2,19,840
NPA	10000	1,20,000
Additional Allowance	24546	2,94,552
Gross	**1,21,566**	**14,58,792**
Total CTC	**1,21,566**	**14,58,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Suma K.R

Employee Signature

Date: 18/11/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

L Suma.K.R

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

Sumo K.P.

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department

Suma. K.R

Employee Signature **Date:**

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/2972 /2024-25 SDUMC/HRM/AL/1087/2024

20th November, 2024

Dr Likhitha K
#33, b Hosahalli, Dulapalli p n,
Tayalur, Byrasandra,
Kolar, Karnataka- 563136.
Mobile No: 9483426255
Email Id: likkitalikki421@gmail.com

Dear Dr Likhitha,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Forensic Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**20th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3299**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Likkita

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

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f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

Likhita

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

20/6/2019

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

Likhitha

(Dr Likhitha K)

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3299**
Employee Name : **Dr Likhitha K**
Effective Date : **20th November, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26,667	3,20,004
DA	11,200	1,34,400
HRA	2,133	25,596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Likhitha

Employee Signature

Date: 20/11/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be

severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Likkita

Employee Signature

Date: 20/11/24

Witness

1) Name: Pallavi Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/3389 /2024-25 SDUMC/HRM/AL/169 /2024

2nd December, 2024

Dr. Aishwarya S
#2057, Dr R Venugopal Road,
Gandhi Nagar, Bangarpet,
Kolar, Karnataka – 563114.
Email ID: aish.sridhar1994@gmail.com
Mobile No: 8762208840

Dear Dr Aishwarya,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Otolaryngology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**2nd December, 2024**
E.	**Compensation (CTC)**	:	**INR. 14,58,792 p.a (Rupees Forteen lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)**
F.	**Employee Code**	:	**C3305**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

Jishnaaya. S

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

Aishwarya.S

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

Aishwarya S

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant – HR

Dr. D V L N Prasad
Chief Administartive Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

Aishwarya. S

(Dr. Aishwarya S)

12/12/2024

Dr. Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : **C3305**
Employee Name : **Dr. Aishwarya S**
Effective Date : **2nd December, 2024**

Your total annual compensation (CTC) will be **INR. 14,58,792 p.a.**(Rupees Forteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45800	5,49,600
Dearness Allowance	22900	2,74,800
HRA	18320	2,19,840
NPA	10000	1,20,000
Additional Allowance	24546	2,94,552
Gross	**1,21,566**	**14,58,792**
Total CTC	**1,21,566**	**14,58,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature Aishwarya.S **Date:** 02/12/2024

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[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

Aishwarya.S

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department

Employee Signature Aishwarya.S **Date:** 27/12/24

Witness

1) Name: Ratnachandra.L Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/ 3390 /2024-25 SDUAHER/HRM/AL/ 1175 /2024

2nd December, 2024

Ms. Byrisetty Madhavi
5-2, Jarappalli,B. Kothakota,
Chittoor, Andhra Pradesh - 517370.
Email ID: madhavibyrisetty123@gmail.com
Mobile No: 900911667

Dear Madhavi,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Lecturer**
B.	**Department**	:	**Allied Health Sciences**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**2nd December, 2024**
E.	**Compensation (CTC)**	:	**INR. 5,40,000 p.a (Rupees Five Lakhs Forty Thousand Only)**
F.	**Employee Code**	:	**C3307**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website

B Madhavi

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Academy at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

B. Madhavi

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

B. Madhavi

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

P B Madhavi

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

I. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant - HR

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

B. Madhavi

(Ms. Byrisetty Madhavi)

2/12/2020

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Annexure - I

Employee Code	:	**C3307**
Employee Name	:	**Ms. Byrisetty Madhavi**
Effective Date	:	**2nd December, 2024**

Your total annual compensation (CTC) will be **INR. 5,40,000 p.a.**(Rupees Five Lakhs Forty Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,050	2,88,600
DA	12,025	1,44,300
HRA	2,405	28,860
Additional Remuneration	6,520	78,240
Gross	**45,000**	**5,40,000**
Total CTC	**45,000**	**5,40,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

B. Madhavi

Employee Signature

Date: 02/12/2024.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH
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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

B. Madhavi

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. Student and Patient Records

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with th business or activities carried on by the Academy. The Academy considers knowledge about its employees, the.. skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

B. Madhavi

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

B. Madhavi

Employee Signature

Date: 02/12/2024

Witness

1) Name: Rakshitha R. J Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/3478 /2024-25 SDUMC/HRM/AL/ 1220/2024

9th December, 2024

Dr Garachetla Hari Kiran
2-1264/S, B V Reddy Colony,
Chittoor, Andhra Pradesh - 517001.
Mobile No: 9677143486
Email ID: harikiran75@gmail.com

Dear Dr Hari Kiran,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Neuro Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**9th December, 2024**
E.	**Employee Code**	:	**C3317**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your

performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant – HR

Dr. D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563 103

Agreed and accepted

(Dr Garachetla Hari Kiran)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563 103

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Twelve Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 9/12/24

Witness

1) Name: Rakshitha M Signature:

2) Name: Signature:

centre Submission of Relieving Copy of documents of PG, salary will be on hold... -

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/3611 /2024-25 SDUMC/HRM/AL/1262/2024

26th December, 2024

Dr Prema Nagarajan
30(2)/5, Nagur,
Thalaiyuthu, Dindigul,
Tamil Nadu - 624618.
Email ID: prema29496@gmail.com
Mobile No: 8056624325

ear Dr Prema

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Anaesthesiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**26th December, 2024**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3325**

1. General Terms and Conditions

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

to D Prema 26/12/24

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medica College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

P.Veena 26/12/24

a. You will be on probation for an initial period of **Tweleve(12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of University, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

Dileep 24/12/24

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operationa' requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant – HR

Dr D V L N Prasad
Chief Administrative Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

Agreed and accepted

D Prema 26/12/24

(Dr Prema Nagarajan)

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3325**
Employee Name : **Dr Prema Nagarajan**
Effective Date : **26th December, 2024**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
DA	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additional Remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature D.Prema **Date:** 26/12/24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

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26/12/24

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

N Deepa 26/12/24

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature N Reema **Date:** 26/12/14

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/3689 /2024-25 SDUMC/HRM/AL/ 307 /2024

2nd January, 2025

Dr Dharani R U
67 Railway Station Road,
OTF Layout,
Kolar, Karnataka – 563101.
Email ID: dharaniru01@gmail.com
Mobile No: 7975828234

Dear Dr Dharani,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Anatomy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**2nd January, 2025**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3329**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

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d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

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4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER , during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

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You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant – HR

Dr D V L N Prasad
Chief Administrative Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr Dharani R U)

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Annexure - I

Employee Code : **C3329**
Employee Name : **Dr Dharani R U**
Effective Date : **2nd January, 2025**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Dhari

Employee Signature

Date: 02/01/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

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8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

0. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 02/01/2025

Witness

1) Name: Pavithra Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/ 3691 /2024-25 SDUMC/HRM/AL/ 1309 /2024

2nd January, 2025

Dr Sinchana B
Kalasinchana, Gokul College Road,
Near Chokka Hall,
Udayagiri Extension,
Kolar, Karnataka - 563101.
Email ID: sinchanab1999@gmail.com
Mobile No: 7975982224

Dear Dr Sinchana,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Physiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**2nd January, 2025**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3331**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

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You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

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Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER , during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant – HR

Dr D V L N Prasad
Chief Administrative Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr Sinchana B)

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : C3331
Employee Name : Dr Sinchana B
Effective Date : 2nd January, 2025

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 02/01/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 02/11/2025

Witness

1) Name: Pakaha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 3693 /2024-25 SDUMC/HRM/AL/ 131 /2024

2nd January, 2025

Dr Ruthvik K Gatti
#121, Lalith Rathna, 3rd Stage,
Near Doctors Corner Gokulam,
Mysore, Vani Vilas Mohalla, Karnataka - 570002.
Email ID: ruthvik.gatti@gmail.com
Mobile No: 9880868060

ear Dr Ruthvik,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Anatomy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**2nd January, 2025**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3332**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER , during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

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a. Leave and Holidays as applicable below to your category of employees and location

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d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant – HR

Dr D V L N Prasad
Chief Administrative Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr Ruthvik K Gatti)

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : **C3332**
Employee Name : **Dr Ruthvik K Gatti**
Effective Date : **2nd January, 2026**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
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Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 2/1/25

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Annexure - II

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a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

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c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 2/1/25.

Witness

1) Name: Ravichandra Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 3692/2024-25 SDUMC/HRM/AL/1310 /2024

2nd January, 2025

Dr Vijayalakshmi Mannan K
#383-A, M G Colony,
Near Railway Hospital, Okalipuram,
Banfgalore North, Magadi, Karnataka - 560023.
Email ID: vijmannan26@gmail.com
Mobile No: 9900081940

:ar Dr Vijayalakshmi,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	Designation	:	Tutor
B.	Department	:	Biochemistry
C.	Location	:	Tamaka, Kolar
D.	Date of Joining	:	2nd January, 2025
E.	Compensation (CTC)	:	INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)
F.	Employee Code	:	C3333

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER , during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant – HR

Agreed and accepted

(Dr Vijayalakshmi Mannan K)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3333**
Employee Name : **Dr Vijayalakshmi Mannan K**
Effective Date : **2nd January, 2024**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

02/01/2025

Date:

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

02/01/2025
Date:

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/3696/2024-25 SDUMC/HRM/AL/314 /2025

2nd January, 2025

Dr Arvind A
81, 5th Cross, d.c.m school,
K.G.F, Bangarpet, Kolar, Karnataka - 563122.
Mobile No: 8277352174
Email Id: arvindannamalai98@gmail.com

ar Dr Arvind,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Junior Resident**
B.	**Department**	:	**Urology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**2nd January, 2025**
E.	**Compensation (CTC)**	:	**INR. 6,00,000 p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3334**

1. General Terms and Conditions

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your

performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant – HR

Dr D V L N Prasad
Chief Administrative Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr Arvind A)

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3334**
Employee Name : **Dr Arvind A**
Effective Date : **2nd January, 2025**

Your total annual compensation (CTC) will be **INR. 6,00,000 p.a. (Rupees Six Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,600	2,95,200
DA	12,300	1,47,600
HRA	9,840	1,18,080
Additional Remuneration	3,260	39,120
Gross	**50,000**	**6,00,000**
Total CTC	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 2nd Jan 2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 2nd Jan 2025

Witness

1) Name: Pabitha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/3715 /2024-25 SDUMC/HRM/AL/1318 /2025

3rd January, 2025

Dr Shravani S
#3201, K.B.P.Road, Muthyalapete,
Mulbagal, Kolar, Karnataka - 563131.
Email ID:shankr1967@gmail.com
Mobile No: 9620426233

Dear Dr Shravani,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Biochemistry**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd January, 2025**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3335**

1. **General Terms and Conditions**

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website

Shravani S

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

Bhavani

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER , during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant – HR

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr Shravani S)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : **C3335**
Employee Name : **Dr Shravani S**
Effective Date : **3rd January, 2025**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Shravani

Employee Signature

Date: 03/01/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

   I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 3/01/25

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/3717/2024-25 SDUMC/HRM/AL/1317/2025

3rd January, 2025

Dr Riyan M Afrid
#193, M B Road,
Opposite Double Water Tank.
Ward 20, Kolar, Karnataka – 563101.
Email ID: riyanafrid61@gmail.com
Mobile No: 6364709701

Dear Dr Riyan,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Physiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd January, 2025**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3336**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER , during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant – HR

Agreed and accepted

(Dr Riyan M Afrid)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3336**
Employee Name : **Dr Riyan M Afrid**
Effective Date : **3rd January, 2025**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 03/01/2025

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

). I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 3/1/2025

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/3714 /2024-25 SDUMC/HRM/AL/ 1319 /2025

3rd January, 2025

Dr Vinod Kumar N
416, Sri Venkateshwara Nilaya,
Guru Murthy Layout,
Near RTO Office, Kolar, Karnataka - 563101.
Email ID: vinodkumar0824@gmail.com
Mobile No: 8123171397

Dear Dr Vinod Kumar,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Physiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd January, 2025**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3337**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

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j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

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You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

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Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

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a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER , during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

   This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant – HR

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103.

Agreed and accepted

(Dr Vinod Kumar N)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3337**
Employee Name : **Dr Vinod Kumar N**
Effective Date : **3rd January, 2025**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 03/01/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1 **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

   I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 03/01/2025

Witness

1) Name: Pavithra Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/3741/2024-25 SDUMC/HRM/AL/1342/2025

7th January, 2025

Dr Anisha Chithran
B-8/256, BDA Block Kallahally,
Sivan Chetty Gardens,
Bnagalore, Karnataka - 560042.
Email ID: anishachithram@gmail.com
Mobile No: 8618970302

Dear Dr Anisha,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Biochemistry**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**7th January, 2025**
E.	**Compensation (CTC)**	:	**INR. 4,80,000 p.a (Rupees Four Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3338**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER , during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

   This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Head HR

Dr D V L N Prasad
Chief Administrative Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr Anisha Chithran)

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : **C3338**
Employee Name : **Dr Anisha Chithran**
Effective Date : **7th January, 2025**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 7/1/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and, its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient Information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

   I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 7/1/25

Witness

1) Name: Lakshma Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 3716 /2024-25 SDUMC/HRM/AL/ 1316 /2025

3rd January, 2025

Dr H V Rajesh
Harohalli Thotagalu,
NH 4, Bypass Behind Pavan College,
Bangarapet, Kolar, Karnataka- 563101.
Mobile No: 6362496797
Email Id: rajeshhvram@gmail.com

ar Dr Rajesh,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Junior Resident**
B.	**Department**	:	**Neuro-Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd January, 2025**
E.	**Compensation (CTC)**	:	**INR. 6,00,000 p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3340**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

H. V. Rajesh

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

H. V. Rajesh

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

H. V.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operationa requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

H.V. Rajesh

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Consultant – HR

Dr D V L N Prasad
Chief Administrative Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

H.V. Rajesh

(Dr H V Rajesh)

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563 103

H. V. Rajesh

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Annexure - I

Employee Code : C3340
Employee Name : Dr H V Rajesh
Effective Date : 3rd January, 2025

Your total annual compensation (CTC) will be **INR. 6,00,000 p.a. (Rupees Six Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,600	2,95,200
DA	12,300	1,47,600
HRA	9,840	1,18,080
Additional Remuneration	3,260	39,120
Gross	**50,000**	**6,00,000**
Total CTC	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

H.V. Rajesh
Employee Signature

Date: 3/1/2025

H V Rajesh

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

H. J. R

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

H.J. Rajesh

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

H.V. Rajesh

Employee Signature

Date: 03-01-2025

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 3781 /2024-25 SDUAHER/HRM/AL/130/2025

10th January, 2025

Dr. Bhargavi S
#ward No 1, Valmiki Raste,
Nangali, Kolar, Karnataka – 563132.
Email ID: bhargavi.sklr123@gmail.com
Mobile No: 9739166217

Dear Dr Bhargavi,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research.** We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**R L Jalappa College of Pharmacy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**10th January, 2025**
E.	**Compensation (CTC)**	:	**INR. 3,60,000 p.a (Rupees Three Lakhs Sixty Thousand only)**
F.	**Employee Code**	:	**C3342**

1. **General Terms and Conditions**

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website

(https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **R L Jallappa College of Pharmacy** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

   It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Head HR

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr. Bhargavi S)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3342**
Employee Name : **Dr. Bhargavi S**
Effective Date : **10th January, 2025**

Your total annual compensation (CTC) will be **INR. 3,60,000 p.a.**(Rupees Three Lakhs Sixty Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	20,000	2,40,000
DA	4,000	48,000
HRA	2,000	24,000
Additional Remuneration	4,000	48,000
Gross	**30,000**	**3,60,000**
Total CTC	**30,000**	**3,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Employee Signature **Date:** 10/01/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 10/01/25

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/3782/2024-25 SDUMC/HRM/AL/1349/2025

10th January, 2025

Dr Pallavi N Swamy
246, Near Door Light Circle,
1st Main, 1st Cross, Near Extension,
Kolar, Karnataka- 563101.
Email ID: pallavi.nswamy1992@gmail.com
Mobile No: 7829206050

Dear Dr Pallavi,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Dermatology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**10th January, 2025**
E.	**Compensation (CTC)**	:	**INR. 14,58,792 p.a (Rupees Forteen lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)**
F.	**Employee Code**	:	**C3343**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Pallavi N Swamy

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

Pallavi N Swamy

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

Pallavi N Swamy

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

Pallavi N Suvarna

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Head HR

Dr. D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

Pallavi N Swamy

(Dr Pallavi N Swamy)

Dr. Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3343**
Employee Name : **Dr. Pallavi N Swamy**
Effective Date : **10th January, 2025**

Your total annual compensation (CTC) will be **INR. 14,58,792 p.a.**(Rupees Forteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45800	5,49,600
Dearness Allowance	22900	2,74,800
HRA	18320	2,19,840
NPA	10000	1,20,000
Additional Allowance	24546	2,94,552
Gross	**1,21,566**	**14,58,792**
Total CTC	**1,21,566**	**14,58,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Pallavi N Swamy
Employee Signature

Date: 10/1/25

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

   a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

   b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

   c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

   d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

   e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

Pallavi N S 22/5

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

Pallavi N Swamy

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department

Pallavi N Swamy

Employee Signature **Date:** 16/1/25

Witness

1) Name: Patelher Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/3347 /2024-25 SDUAHER/HRM/AL/1372 /2025

16th January, 2025

Mr. Lakshmana H N
H G Hosur, Yeldur,
Kolar, Karnataka - 563138.
Email ID: lakshmanahn123@gmail.com
Mobile No: 7975751710

Dear Lakshmana,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Lab Technician**
B.	**Department**	:	**R L Jalappa College of Pharmacy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**16th January, 2025**
E.	**Compensation (CTC)**	:	**INR. 2,23,644 p.a (Rupees Two Lakhs Twenty Three Thousand Six Hundred and Forty Four Only)**
F.	**Employee Code**	:	**C3345**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Lakshmana H N.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **R L Jallappa College of Pharmacy** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

Page 2 of 9

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving one month notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to one month salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

Lakshmana H.N.

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

Lakshmana H N.

(Lakshmana H N)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code	:	**C3345**
Employee Name	:	**Mr. Lakshmana H N**
Effective Date	:	**16th January, 2025**

Your total annual compensation (CTC) will be **INR. 2,23,644 p.a.**(Rupees Two Lakhs Twenty Three Thousand Six Hundred and Forty Four Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	11,281	1,35,372
DA	5,641	67,692
HRA	1,128	2,256
Gross	**18,050**	**2,16,600**
ESIC	587	7,044
Total CTC	**18,637**	**2,23,644**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Lakshmana H.N.

Employee Signature

Date: 16/1/2025

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH
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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

l. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Lokanjaneya H N.

Employee Signature

Date: 16/01/2025.

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/3846 /2024-25 SDUAHER/HRM/AL/137/2025

16th January, 2025

Ms. Komathy Nagarajan
D no 116/150, Vediyappan Kovil Street,
Krishnagiri, Tamil nadu – 635001.
Email ID: komathynagarjan3898@gmail.com
Mobile No: 7402594966

Dear **Komathy,**

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Lecturer**
B.	**Department**	:	**Clinical Nutrition and Dietetics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**16th January, 2025**
E.	**Compensation (CTC)**	:	**INR. 4,20,000 p.a (Rupees Four Lakhs Twenty Thousand Only)**
F.	**Employee Code**	:	**C3346**

1. **General Terms and Conditions**

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website

(https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

   This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For Sri Devaraj Urs Academy of Higher Education and Research

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Ms. Komathy Nagarajan)

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3346**
Employee Name : **Ms. Komathy Nagarajan**
Effective Date : **16th January, 2025**

Your total annual compensation (CTC) will be **INR. 4,20,000 p.a.**(Rupees Four Lakhs Twenty Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	20,000	2,40,000
DA	10,000	1,20,000
HRA	2,000	24,000
Addditonal Remuneration	3,000	36,000
Gross	**35,000**	**4,20,000**
Total CTC	**35,000**	**4,20,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Employee Signature

Date: 16.1.25

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 16.1.25

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 3888 /2024-25 **SDUAHER/HRM/AL/1387/2025**

21st January, 2025

Dr. Hema P M
Pakarahalli, Kolar,
Karnataka - 563114.
Email ID: hema.pm22@gmail.com
Mobile No: 8861038560

Dear Dr Hema,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**R L Jalappa College of Pharmacy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**21st January, 2025**
E.	**Compensation (CTC)**	:	**INR. 3,60,000 p.a (Rupees Three Lakhs Sixty Thousand only)**
F.	**Employee Code**	:	**C3350**

1. **General Terms and Conditions**

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website

Hema P M

(https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **R L Jallappa College of Pharmacy** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

Hema PM

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

Hema p.m

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

Hema Prof

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Head HR
Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr D V L N Prasad
Chief Administartive Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

Hema P M

(Dr. Hema P M)

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : **C3350**
Employee Name : **Dr. Hema P M**
Effective Date : **21st January, 2025**

Your total annual compensation (CTC) will be **INR. 3,60,000 p.a.**(Rupees Three Lakhs Sixty Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	20,000	2,40,000
DA	4,000	48,000
HRA	2,000	24,000
Additional Remuneration	4,000	48,000
Gross	**30,000**	**3,60,000**
Total CTC	**30,000**	**3,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Hema P M

Employee Signature

Date: 21-Jan-2025

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

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1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

Hema P.M

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

Hema P. R

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Hema P.M

Employee Signature

Date: 21 – Jan – 2025

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/3575/2024-25 SDUMC/HRM/AL/1429/2025

29th January, 2025

Dr Hina Akthar
C Rahim Nagar,
Near Mubarak Shadhi Hall,
Bangarpet, Kolar, Karnataka – 563114.
Email ID: hinaakhtar18289@gmail.com
Mobile No: 9901287614

ar Dr Hina,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Radio-Diagnosis**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**29th January, 2025**
E.	**Compensation (CTC)**	:	**INR. 18,60,000 p.a (Rupees Eighteen Lakhs Sixty Thousand Only)**
F.	**Employee Code**	:	**C3352**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Hina Akthar

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sdumc.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

Thina Arthar

a. You will be on probation for an initial period of **Tweleve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

Hina Akthar

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

Huma Akthar

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
HR Head

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

Hina Akthar

(Dr Hina Akthar)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code	:	**C3352**
Employee Name	:	**Dr Hina Akthar**
Effective Date	:	**29th January, 2025**

Your total annual compensation (CTC) will **INR. 18,60,000 p.a.(Rupees Eighteen Lakhs Sixty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Radio- Diagnosis Special Allowance	55,000	6,60,000
Gross	**1,55,000**	**18,60,000**
Total CTC	**1,55,000**	**18,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Hina Akthar

Employee Signature

Date:

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

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including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Hina Akthar

Employee Signature

Date: 29/1/25

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 3639 /2024-25 SDUMC/HRM/AL/1465 /2025

4th February, 2025

Dr Lavanya R A
#686, Coloneal Qtrs,
Marikuppam, K G F,
Bangarpet, Kolar, Karnataka - 563119.
Email ID: Lavanyarajkumar5@gmail.com
Mobile No: 8553527790

ear Dr Lavanya,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Paediatrics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**4th February, 2025**
E.	**Compensation (CTC)**	:	**INR. 14,58,792 p.a (Rupees Fourteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)**
F.	**Employee Code**	:	**C3358**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

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d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

Lavanya R A

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

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e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Medical College of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Medical College of Higher Education and Research**

Mr. Kishor Raj
HR Head

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-56...

Agreed and accepted

(Dr Lavanya R A)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3358**
Employee Name : **Dr Lavanya R A**
Effective Date : **4th February, 2025**

Your total annual compensation (CTC) will be **INR. 14,58,792 p.a (Rupees Fourteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	5,49,600
DA	22,900	2,74,800
HRA	18,320	2,19,840
NPA	10,000	1,20,000
Additonal Remuneration	24,546	2,94,552
Gross	1,21,566	14,58,792
Total CTC	**1,21,566**	**14,58,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature Lavanya R A **Date:** 4/2/25

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Medical College of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Medical College"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

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absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Lavanya. KA

Employee Signature **Date:** 4/2/25

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 3689 /2024-25 SDUMC/HRM/AL/1485/2025

6th February, 2025

Dr Priyanka Lakshmana Reddy
#1396, 25th A Main, Near Power Station,
HSR Layout Sector 2, Bangalore South,
HSR Layout, Karnataka – 560102.
Email ID: priyankalreddy95gmail.com
Mobile No: 9686229845

ear Dr Priyanka,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**General Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**6th February, 2025**
E.	**Compensation (CTC)**	:	**INR. 14,58,792 p.a (Rupees Forteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)**
F.	**Employee Code**	:	**C3359**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

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You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

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9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Medical College of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Medical College of Higher Education and Research**

Agreed and accepted

(Dr Priyanka Lakshmana Reddy)

Mr. Kishor Raj
HR Head

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : C3359
Employee Name : Dr Priyanka Lakshmana Reddy
Effective Date : 6th February, 2025

Your total annual compensation (CTC) will be **INR. 14,58,792 p.a (Rupees Forteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

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Total CTC	**1,21,566**	**14,58,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 6/2/25

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Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Medical College of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Medical College"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 06/2/25

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/ /2024-25 SDUMC/HRM/AL/ /2025

7th February, 2025

Dr Santhosh Srinivasan
115, sree Basava Sadana,
Behind town hall, Ward no 10,
Malur, Kolar, Karnataka – 563130.
Mobile No: 7012026002
Email Id: drsanthusri@gmail.com

ear Dr Santhosh,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Urology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**7th February, 2024**
E.	**Compensation (CTC)**	:	**INR. 36,00,000 p.a (Rupees Thirty Six Lakhs Only)**
F.	**Employee Code**	:	**C3360**

1 General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety(90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
HR Head

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr Santhosh Srinivasan)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : C3360
Employee Name : Dr Santhosh Srinivasan
Effective Date : 7th February, 2025

Your total annual compensation (CTC) will be **INR. 36,00,000 p.a. (Rupees Thirty Six Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	72,500	8,70,000
DA	30,450	3,65,400
HRA	29,000	3,48,000
NPA	10,000	1,20,000
Additional Remuneration	98050	11,76,600
Special Other Allowances	60,000	7,20,0,00
Gross	**3,00,000**	**36,00,000**
Total CTC	**3,00,000**	**36,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 07/02/2025

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Annexure - II

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a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

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d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

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f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

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3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

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10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

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Employee Signature

Date: 07/02/2025

Witness

1) Name: Signature:

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SDUAHER/KLR/ADMN/ 3702 /2024-25 SDUAHER/HRM/AL/1493 /2025

7th February, 2025

Ms. Priyanga
2nd Street, Kongu Main Road,
Tirupuur East, Tamil Nadu – 641607.
Email ID: priyangaselvaraj99@gmail.com
Mobile No: 9610658338

Dear **Priyanga,**

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Lecturer**
B.	**Department**	:	**Clinical Nutrition and Dietetics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**7th February, 2025**
E.	**Compensation (CTC)**	:	**INR. 4,20,000 p.a (Rupees Four Lakhs Twenty Thousand Only)**
F.	**Employee Code**	:	**C3361**

1. **General Terms and Conditions**

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website

(https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
HR Head

Agreed and accepted

(Ms. Priyanga)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3361**
Employee Name : **Ms. Priyanga**
Effective Date : **7th February, 2025**

Your total annual compensation (CTC) will be **INR. 4,20,000 p.a.**(Rupees Four Lakhs Twenty Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	20,000	2,40,000
DA	10,000	1,20,000
HRA	2,000	24,000
Addditonal Remuneration	3,000	36,000
Gross	**35,000**	**4,20,000**
Total CTC	**35,000**	**4,20,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Employee Signature Priyanga **Date:** 7/2/2025

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its Intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature S. Bijangi **Date:** 6/2/2015

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/3724/2024-25 SDUMC/HRM/AL/1495/2025

10th February, 2025

Dr Imran Khan
H. NO. 8-1-68/3/3, Flat NO 404,
JP's Majestic Residency, Jaihind Nagar colony,
Shaikpet, Hyderbad, Telangana - 500008.
Mail ID: imran.khan1705@gmail.com
Mobile Number: 9573395039.

Dear Dr Imran,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Pharmacology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**10th February, 2025**
E.	**Compensation (CTC)**	:	**INR. 18,00,000 p.a. (Rupees Eighteen Lakhs Only)**
F.	**Employee Code**	:	**C3362**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Imran Khan)

..Ir. Kishor Raj
Head HR

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : **C3362**
Employee Name : **Dr Imran Khan**
Effective Date : **10th February, 2025**

Your total annual compensation (CTC) will be **INR. 18,00,000 p.a. (Rupees Eighteen Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	42,000	5,04,000
DA	21,000	2,52,000
HRA	16,800	2,01,600
NPA	10,000	1,20,000
Aditional Remuneration	60,200	7,22,400
Gross	**1,50,000**	**18,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 10/02/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be

severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 10/02/25

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/3618 /2023-24 SDUMC/HRM/AL/159/2023

17th February, 2025

Dr Sandeep S
Chinnapura, Kamdenahalli,
Kolar Karnataka - 563101.
Email ID: sandeepsuresh562@gmail.com
Mobile No: 9738658641

Dear Dr Sandeep,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**General Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**17th February, 2025**
E.	**Compensation (CTC)**	:	**INR. 14,58,792 p.a. (Rupees Fourteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)**
F.	**Employee Code**	:	**C3364**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

Sandeep S

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve(12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

Sandya S

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

Sandya S

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr Sandeep S)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : C3364
Employee Name : Dr Sandeep S
Effective Date : 17th February, 2025

Your total annual compensation (CTC) will be **INR. 14,58,792 p.a. (Rupees Fourteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	5,49,600
DA	22,900	2,74,800
HRA	18,320	2,19,840
NPA	10,000	1,20,000
Additional Allowance	24,546	2,94,552
Gross	1,21,566	**14,58,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Sandeep S

Employee Signature

Date: 18/2/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related tc network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 18/02/25

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/3683 /2024-25 SDUAHER/HRM/AL/ /2025

22nd February, 2025

Ms Manasa Mercy M
51A, Karegowduru Layout,
Kanakanagar Horamavu,
Bangalore North,
Bengalore, Karnataka – 560043.
Email ID: drmercyphysio6963@gmail.com
Mobile No: 9901145644.

Dear **Manasa,**

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Lecturer**
B.	**Department**	:	**Physiotherapy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**22nd February, 2025**
E.	**Compensation (CTC)**	:	**INR. 6,00,000 p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3365**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

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h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Head HR

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Manasa Mercy M)

Dr Muninarayana C
Registrar

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3365**
Employee Name : **Ms Manasa Mercy M**
Effective Date : **22nd February, 2025**

Your total annual compensation (CTC) will be **INR. 6,00,000 p.a.**(Rupees Six Lakhs Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	24,600	2,95,200
DA	12,300	1,47,600
HRA	9,840	1,18,080
Addditonal Remuneration	3,260	39,120
Gross	**50,000**	**6,00,000**
Total CTC	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Employee Signature **Date:**

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

itness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/3716 /2024-25 SDUMC/HRM/AL/1677/2025

1st March, 2025

Dr Apoorva Vardhan
No. B, 216 Brrindavan Apartments,
6th Main,Near Shobha Hospital,
Sampige Layout, Bangalore North,
Bangalore, Karnataka – 560079.
Mobile No - 9148448383
Email ID - vardhanapoorva22@gmail.com

Dear Dr Apoorva,

ub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Junior Resident**
B.	**Department**	:	**Neuro Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**1st March, 2025**
E.	**Compensation (CTC)**	:	**INR. 6,00,000p.a (Rupees Six Lakhs Only)**
F.	**Employee Code**	:	**C3370**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Apurva Vardhan

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to you function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

Apoorva Veedhan

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

Aparva Vardhan

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

Apoorva Vardhan.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Head HR

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563101

Agreed and accepted

Apoorva Vardhan

(Dr Apoorva Vardhan)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Apoorva Vardhan

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Annexure - I

Employee Code : C3370
Employee Name : Dr Apoorva Vardhan
Effective Date : 1st March, 2025

Your total annual compensation (CTC) will be **INR. 6,00,000p.a (Rupees Six Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	25,200	3,02,400
DA	12,600	1,51,200
HRA	10,080	1,20,960
Additional Remuneration	2,120	25,440
Gross	**50,000**	**6,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Apoorva Vardhan

Employee Signature **Date:** 1/3/2025

Apoorva Vardhan

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

Apoorva Vardhan

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Tweleve Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

Aparna Vardhan

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Amrrr Vardhan

Employee Signature **Date:** 1/3/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/ 105 /2025-26 SDUMC/HRM/AL/ 23 /2025

9th April, 2025

Dr Zubiya Suha Fathima
#26, 9th B cross, Vinayaka Layout,
Sultanpalya, Bangalore - 560032
Email ID: zubs95@gmail.com
Mobile No: 9742140924

Dear Dr Zubiya,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Pathology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**9th April, 2025**
E.	**Compensation (CTC)**	:	**INR. 10,80,000p.a. (Ten Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3375**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

Zubiya S. Fathima

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Zubiya Suha Fathima)

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3375**
Employee Name : **Dr Zubiya Suha Fathima**
Effective Date : **9th April, 2025**

Your total annual compensation (CTC) will be **INR. 10,80,000p.a. (Ten Lakhs eighty thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	32,600	3,91,200
DA	16,300	1,95,600
HRA	13,040	1,56,480
NPA	-	-
Additional Remuneration	28,060	3,36,720
Special Allowance	-	-
Gross Salary	90,000	10,80,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Zubiya S Fathima

Employee Signature

Date: 9/4/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision.

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 9/4/25

Witness

1) Name: Signature:

2) Name: Signature:

3)

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SDUAHER/KLR/ADMN/3749 /2024-25 SDUMC/HRM/AL/ 1634 /2025

3rd March, 2025

Dr Kasaraneni Rupa
2-84, Surampalle,
Surampalle, Krishna,
Andhra Pradesh-521212
Email ID: rupakasaraneni17@gmail.com
Mobile No: 9505529767

Dear Dr Rupa,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3376**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

i. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Agreed and accepted

3/2/25

(Dr Rupa)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3376**
Employee Name : **Dr Kasaraneni Rupa**
Effective Date : **3rd March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 3/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 3/3/25

Witness

1) Name: Dr Sanjana M Signature:

2) Name: Dr. Mani Signature:

3)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/3760 /2024-25 SDUMC/HRM/AL/1635 /2025

1st March, 2025

Dr Mani Mohan Reddy K P
Hs No:-4/46 Dhone,
Bethamcherla, Kurnool,
Andhra Pradesh-518599
Email ID: manimohanhp@gmail.com
Mobile No: 9731120402

Dear Dr Mani Mohan,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**1st March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3377**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

K P M

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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a. You will be eligible to receive the compensation as per details in the Annexure.

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c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

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You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

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e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

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b. You will keep the Medical College informed of any change in your residential address or in your civil status.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

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7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Mani Mohan)

Mr Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3377**
Employee Name : **Dr Mani Mohan Reddy K P**
Effective Date : **1st March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

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****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

K P Mohan

Employee Signature

Date: 1/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

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1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 1 | 3/25

Witness

1) Name: RUPA Signature:

2) Name: SANJANA Signature:

3)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/3751 /2024-25 SDUMC/HRM/AL/ 1636 /2025

27th February, 2025

Dr Maram Sanjana
House No:2-17-124/11,
Sai Ram Nagar,Uppal,Rangareddi,
Hyderabad Andhra Pradesh-50039
Email ID: maramsanjana44@gmail.com
Mobile No: 8008515588

Dear Dr Sanjana,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**27th February, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3378**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

i. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Sanjana)

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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Annexure - I

Employee Code : C3378
Employee Name : Dr Maram Sanjana
Effective Date : 27th February, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 22/04/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related t network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts c Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 27/02/15

Witness

1) Name: Dr Rupa Signature:

2) Name: MANI Signature:

3)

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SDUAHER/KLR/ADMN/3753 /2024-25 SDUMC/HRM/AL/1638 /2025

3rd March, 2025

Dr Karthik Kanangi
Saurabha, D No 4-209/7,
Jodurasthe, Hebri Road, Hirgana,
Udupi, Karnataka-576117
Email ID: karthikkanangi@gmail.com
Mobile No: 7874312696

Dear Dr Karthik,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Pediatrics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3380**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

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i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

i. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Agreed and accepted

(Dr Karthik)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232. E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3380**
Employee Name : **Dr Karthik Kanangi**
Effective Date : **3rd March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

KARTHIK

Employee Signature

Date: 03/03/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 03/03/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/ 195 /2025-26 SDUMC/HRM/AL/ 64 /2025

16th April, 2025

Dr Guru Yogendra M
Plot No C4 & 5 Lakshmi Nilayam,
Behind Bellary Club Veerana Gowda Colony
Bellary Karnataka -583104
Email ID: guruyogendra@gmail.com
Mobile No: 9632792427

Dear Dr Guru Yogendra,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Radiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**16th April, 2025**
E.	**Compensation (CTC)**	:	**INR. 18,60,120 p.a (Rupees Eighteen Lakhs Sixty Thousand Only)**
F.	**Employee Code**	:	**C3381**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sdumc.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Guru Yogendra)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3381**
Employee Name : **Dr Guru Yogendra**
Effective Date : **16th April, 2025**

Your total annual compensation (CTC) will **INR. 18,60,000 p.a.(Rupees Eighteen Lakhs Sixty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	55,000	6,60,000
Gross	**1,55,000**	**18,60,000**
Total CTC	**1,55,000**	**18,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

GM

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

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a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/3755/2024-25 **SDUMC/HRM/AL/640/2025**

3rd March, 2025

Dr Nagasobbanaa Manukaran
#4-119, Siliconia Apartment,
Flat No.B 609, Mangaluru Taluk, Kuthar Padavu,
Munnuru, Dakshina Kannada, Karnataka-575017
Email ID: sobbanaamanukaran@gmail.com
Mobile No: 6048663913.

Dear Dr Nagasobbanaa,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Anaesthesiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3382**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Nagasobbanaa)

Mr Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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Annexure - I

Employee Code : **C3382**
Employee Name : **Dr Nagasobbanaa Manukaran**
Effective Date : **3rd March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 3/5/25

Witness

1) Name: D. S. Gautham Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/3762 /2024-25 SDUMC/HRM/AL/1641 /2025

3rd March, 2025

Dr Kavitha Gondesi
24-78-14, Samatha Nagar, Visakhapatnam,
Vuda plot-HIG 25, Pedagantyada,
Andhra Pradesh-530044
Email ID: kavithagondesi28@gmail.com
Mobile No: 8985614945.

Dear Dr Kavitha,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3383**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

:. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Kavitha)

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3383**
Employee Name : **Dr Kavitha Gondesi**
Effective Date : **3rd March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient Information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/3763 /2024-25 **SDUMC/HRM/AL/ 1642 /2025**

24th February, 2025

Dr Sailesh Kumar S
Ia, Ace Apartments,
Indhira Nagar, 2Nd Avenue,
Adayar, Chennai-600020
Email ID: kumarsailesh243@gmail.com
Mobile No: 7299303055.

Dear Dr Sailesh,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**24th February, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3384**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

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a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

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d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Agreed and accepted

(Dr Sailesh)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : C3384
Employee Name : Dr Sailesh Kumar S
Effective Date : 24th February, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
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You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 5/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

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a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 5/3/25

Witness

1) Name: Dr Sanjana G K Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 3756 /2024-25 SDUMC/HRM/AL/ 1643 /2025

3rd March, 2025

Dr Sanjana G K
#32,Ashritha Ii Cross,
Rie Layout Bogadi,
Ii Stage (South) Mysore-570026
Email ID: sanjanagkk@gmail.com
Mobile No: 9663146379.

Dear Dr Sanjana,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12.00.000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3385**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

i. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Agreed and accepted

(Dr Sanjana)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3385**
Employee Name : **Dr Sanjana G K**
Effective Date : **3rd March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 3/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related tc network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts or Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 3/3/25

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/ 3757 /2024-25 SDUMC/HRM/AL/ 1644 /2025

24th February, 2025

Dr Ullalkar Neha Ashwin
Row House 26, Customs Colony,
Military Road, Marol, Andheri
Mumbai J B Nagar, Maharashtra-400059
Email ID: nullalkar@gmail.com
Mobile No: 9769992755.

Dear Dr Neha Ashwin,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**24th February, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3386**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

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Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Neha Ashwin)

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3386**
Employee Name : **Dr Ullalkar Neha Ashwin**
Effective Date : **24th February, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related tc network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts oı Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 28/2/25

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/ 3759/2024-25 **SDUMC/HRM/AL/ 1645 /2025**

17th February, 2025

Dr Bosco Suriya Rathnakumar Luke
78/79, P, S M Enclave,
Bandlaguda Jagir, K.V Rangareddy,
Hyderabad, Telangana-500030
Email ID: boscosuriya1401@gmail.com
Mobile No: 9409614767.

Dear Dr Suriya Rathnakumar,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**ENT**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**17th February, 2025**
E.	**Compensation (CTC)**	:	**INR. 12.00.000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3387**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Agreed and accepted

(Dr Suriya Rathnakumar)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3387**
Employee Name : **Dr Bosco Suriya Rathnakumar Luke**
Effective Date : **17th February, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
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Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 5/10

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

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1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

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d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Dr Rupa Signature:

2) Name: Dr. Sreelakshmy. S Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/3760 /2024-25 SDUMC/HRM/AL/1646 /2025

1st March, 2025

Dr Gautham S
Ayyini Mootu Vilai Puthen Veedu,
Vellicode, Valvachagoshtam, Kattathurai,
Kanniyakumari, Tamil Nadu-629158
Email ID: gautham.muthu.ram@gmail.com
Mobile No: 9095207044.

Dear Dr Gautham,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**ENT**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**1st March, 2025**
E.	**Compensation (CTC)**	:	**INR. 1200000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3388**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

i. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Gautham)

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3388**
Employee Name : **Dr Gautham S**
Effective Date : **1st March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 1/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 1/3/25

Witness

1) Name: Dr. Nagarajabhanda M. Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/ 120 /2025-26 SDUMC/HRM/AL/ 26 /2025

11th April, 2025

Dr Hithyshree N
Venkatgiri Kote,
Venkatagirikote (P), Vijayapura,
Bangalore Rural, Karnataka -562110
Email ID: drhithyashree@gmail.com
Mobile No: 9886143406.

Dear Dr Hithyshree,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**ENT**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**11th April, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3389**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

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i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

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You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

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Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Hithyshree N)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : C3389
Employee Name : Dr Hithyshree N
Effective Date : 11th April, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature Hithyshree **Date:** 14/4/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 4/4/25

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 3745 /2024-25 SDUMC/HRM/AL/ 1648 /2025

3rd March, 2025

Dr Krithiga Sridar
54, Chunnambukara Street,
Arasamarapet, Vellore Fort,
Vellore, Tamil Nadu-632004
Email ID: krithiga.sridar97@gmail.com
Mobile No: 9952872717.

Dear Dr Krithiga,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**ENT**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3390**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Krithiga)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563 103,

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Annexure - I

Employee Code : **C3390**
Employee Name : **Dr Krithiga Sridar**
Effective Date : **3rd March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 03.03.2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 03.03.2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/3746 /2024-25 SDUMC/HRM/AL/1649 /2025

3rd March, 2025

Dr Sreelekshmy S
Koyickal Kizhakkathil S.R.P
Market(Po) Thazhava
Karunagappally Kollam, Kerala-690539
Email ID: lechus06@gmail.com
Mobile No: 8590284367.

Dear Dr Sreelekshmy,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**ENT**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 1200000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3391**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

7. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning anc operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Sreelekshmy)

Mr Kishor Raj
Head HR

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

Annexure - I

Employee Code : **C3391**
Employee Name : **Dr Sreelekshmy S**
Effective Date : **3rd March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 05-03-24

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 03.03.2025

Witness

1) Name: Suriya Signature:

2) Name: Dr. Rupa Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 3821/2024-25 SDUMC/HRM/AL/~~C337~~/2025 1753

25th February, 2025

Dr Akshay P
#32, sri krishnanilaya vasanthapura,
opp lakshmi vallabha kalyna mantapa,
konanakunte cross, doddakallasandra,
bangalore south, bangalore,
karnataka-560062
Email ID: akshaypanduranga@gmail.com
Mobile No: 9731366982.

Dear Dr Akshay,

ub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Orthopaedics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**25th February, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3392**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website

Akshay. P

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attain the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

Akshay.P

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

J. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

Akshay. P

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits progran for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

Akshay. P

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

Akshay.P

(Dr Akshay P)

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563 103.

Akshay.P

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : C3392
Employee Name : Dr Akshay P
Effective Date : 25th February, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Akshay P

Employee Signature

Date: 25/2/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related t network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 25/2/25

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/3822/2024-25 SDUMC/HRM/AL/ 130 /2025

3rd March, 2025

Dr Ayush Agrawal
House No:487, Ward No:08,
main road, hatri para, Sariya,
Baramkela, Raigarh,
Chhattisgarh-496554
Email ID: ayush.2911@gmail.com
Mobile No: 9731366982.

Dear Dr Ayush,

ub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Orthopaedics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3393**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. Y[redacted]expected to comply with all the Service Rules and policies of the Medical College including the Code of C[redacted]rmation Security Policy and all other policies as they form an integral part of the terms of your emp[redacted]

f. Any matte[redacted]t that may arise that could potentially result or has resulted in any violation of the policie[redacted]nediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible fo[redacted]e keeping and return, in good condition and order of all the properties and equipment of the Medical Co[redacted]e which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Ayush Agrawal)

Mr Kishor Raj
Head HR

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

Annexure - I

Employee Code : **C3393**
Employee Name : **Dr Ayush Agrawal**
Effective Date : **3rd March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
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Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 20/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

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f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

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a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

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6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 28/3/24

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 3823 /2024-25 SDUMC/HRM/AL/ 1667 /2025

3rd March, 2025

Dr Basanth Reddy A
#80, Poojamma Compound,
Halanayakanahalli, Sarjapura Road,
Bangalore, Karnataka-560035
Email ID: basanthreddy6@gmail.com
Mobile No: 9632477845.

Dear Dr Basanth,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Orthopaedics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3394**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

Basanth Reddy

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

Bakruth Reddy

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

Basanth Reddy

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

Bathi Reddy

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Basanth Reddy A)

Mr Kishor Raj
Head HR

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

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Annexure - I

Employee Code : C3394
Employee Name : Dr Basanth Reddy A
Effective Date : 3rd March, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Basanth Reddy

Employee Signature

Date: 07/3/25.

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related tc network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

Basavaraj Reddy

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Basanth Reddy

Employee Signature

Date: 07/3/25

Witness

1) Name: Dr. Girls Signature:

2) Name: Swathi Signature:

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SDUAHER/KLR/ADMN/3820 /2024-25 SDUMC/HRM/AL/1666 /2025

3rd March, 2025

Dr Gils Thampi
Pachamparambil House,
Valayanchirangara PO, Vengola,
Ernakulam, Kerala-683556
Email ID: gilsthampi@gmail.com
Mobile No: 7795177611.

Dear Dr Gils Thampi,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Orthopaedics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3395**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Gils Thampi)

Mr Kishor Raj
Head HR

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3395**
Employee Name : **Dr Gils Thampi**
Effective Date : **3rd March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Dr. Basanth. Signature:

2) Name: Swathi Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/3819 /2024-25 SDUMC/HRM/AL/1687 /2025

7th March, 2025

Dr Kolakotla Ajitha
6-855a, Near mohan milk line,
Kurichedu road, Darsi, Darsi(M)
Prakasam(DT) Andhra Pradesh-523247
Email ID: ajithakolakotla@gmail.com
Mobile No: 9553044877.

Dear Dr Ajitha,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Obstetrics & Gynaecology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**7th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3396**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Kolakotla Ajitha)

Mr Kishor Raj
Head HR

Dr Muninarayana C
Registrar

Dr D V L N Prasad
Chief Adminstrative Officer

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Annexure - I

Employee Code : C3396
Employee Name : Dr Kolakotla Ajitha
Effective Date : 7th March, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
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NPA	10,000	1,20,000
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Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 7/3/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

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a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

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d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

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a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related t network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 7/3/2025

Witness

1) Name: Lakshmi Nalla Signature:

2) Name: Madhurya Nagesh Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 3830/2024-25 **SDUMC/HRM/AL/ 165/2025**

6th March, 2025

Dr Ashwini Kashi
No:03,8th Main Road,
SBI Officers colony, Basaveshwaranagar,
Bangalore Urban, bangalore
Karnataka-560079
Email ID: ashukashi26@gmail.com
Mobile No: 8722082923.

Dear Dr Ashwini,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Obstetrics & Gynaecology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**6th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3397**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Agreed and accepted

(Dr Ashwini Kashi)

Dr Muninarayana C
Registrar

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

Dr D V L N Prasad
Chief Adminstrative Officer

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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Annexure - I

Employee Code : **C3397**
Employee Name : **Dr Ashwini Kashi**
Effective Date : **6th March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 6/3/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related t network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts o Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 6/3/2021

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/ 3850 /2024-25 SDUMC/HRM/AL/1683 /2025

7th March, 2025

Dr Madhurya Nagesh
375, 1st A Cross, 3rd Stage,
4th Block, Basaveshwara Nagar,
Bangalore-560079
Email ID: madhuryamedico@gmail.com
Mobile No: 9483048368.

Dear Dr Madhurya,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Obstetrics & Gynaecology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**7th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3398**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

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g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

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You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

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b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

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c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

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Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Agreed and accepted

(Dr Madhurya Nagesh)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3398**
Employee Name : **Dr Madhurya Nagesh**
Effective Date : **7th March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Madhurya

Employee Signature

Date: 7/3/25

Madhurya

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related tc network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Madhuri

Employee Signature **Date:** 7/3/2025

Witness

1) Name: Dr Lakshmi Nalla Signature:

2) Name: Kolakotla Ajitha Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/ 3859/2024-25 SDUMC/HRM/AL/1686 /2025

7th March, 2025

Dr Monesha B
No:22, Bharathidasan Street,
Manjakuppam, Cuddalore,
Tamil Nadu-607001
Email ID: infomonesha@gmail.com
Mobile No: 9789046063.

Dear Dr Monesha,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**ENT**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**7th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3400**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Monesha B)

Mr Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : C3400
Employee Name : Dr Monesha B
Effective Date : 7th March, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

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HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
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You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature Monesha **Date:** 28/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

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1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

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d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

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a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related I network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts c Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature Chandrashekar **Date:** 2/6/2015

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/3851 /2024-25 **SDUMC/HRM/AL/ /2025**

7th March, 2025

Dr Afra Shaz Rahimulla
Opp Old FCI Godown, 2nd Cross,
Prasanna Kumar Layout,
Jayapura Main Road,
Tumkur Karnataka-572101
Email ID: afrashaz@gmail.com
Mobile No: 9535909205.

Dear Dr Afra Shaz,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	**:**	**Senior Resident**
B.	**Department**	**:**	**Psychiatry**
C.	**Location**	**:**	**Tamaka, Kolar**
D.	**Date of Joining**	**:**	**7th March, 2025**
E.	**Compensation (CTC)**	**:**	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	**:**	**C3401**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning an operations. You are expected to comply with all the Service Rules and policies of the Medical College including th Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Agreed and accepted

(Dr Afra Shaz Rahimulla)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3401**
Employee Name : **Dr Afra Shaz Rahimulla**
Effective Date : **7th March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 7/03/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related t network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts c Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 7/05/25

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/ 3874 /2024-25 SDUMC/HRM/AL/ 1699 /2025

10th March, 2025

Dr Queen Mary A
No:57, Paripurana Vinayagar,
Koil Street, Mylapore,
Chennai, Tamil Nadu-600004
Email ID: queen13.qm@gmail.com
Mobile No: 8939319158.

Dear Dr Queen Mary,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Pathology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**10th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 10,80,000 p.a (Ten Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3404**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

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It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

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You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

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10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Queen Mary A)

Mr Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : C3404
Employee Name : Dr Queen Mary A
Effective Date : 10th March, 2025

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Basic	32,600	3,91,200
DA	16,300	1,95,600
HRA	13,040	1,56,480
NPA	-	-
Additional Remuneration	28,060	3,36,720
Special Allowance	-	-
Gross Salary	90,000	10,80,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 3871 /2024-25 SDUMC/HRM/AL/1696 /2025

17th February, 2025

Dr Peram Bala krishna
2-26 1/B, Mulagunta Padu,
Singarayakanda, Prakasam,
Andhra Pradesh-523101
Email ID: balak2367@gmail.com
Mobile No: 7799506969.

Dear Dr Peram Bala krishna,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**17th February, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3405**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Vir Kishor Raj
Head HR

Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Peram Bala krishna)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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Annexure - I

Employee Code : **C3405**
Employee Name : **Dr Peram Bala krishna**
Effective Date : **17th February, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

P. Bala krishna

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

P. Bala Krishna

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

3)

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SDUAHER/KLR/ADMN/3873 /2024-25 SDUMC/HRM/AL/ 1698 /2025

25th February, 2025

Dr Pallu Kruthi
Flat No:-202, Narayanadri apartment,
Beside SV Degree college Balaji Nagar,
Kadapa,Yerramukka Palli,
Cuddapath,Andhra Pradesh-516004
Email ID: kruthi.pallu@gmail.com@gmail.com
Mobile No: 9108689651.

Dear Dr Pallu Kruthi,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**25th February, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3406**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Pallu Kruthi)

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : C3406
Employee Name : Dr Dr Pallu Kruthi
Effective Date : 25th February, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 10/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 10/3/25

Witness

1) Name: Signature:

2) Name: Signature:

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(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/ 3878 /2024-25 SDUMC/HRM/AL/1697/2025

10th March, 2025

Dr Bilal Ahmad Khan
Village-88/387/chamanganj,
post-fahimabad, Kanpur Nagar,
Uttar Pradesh-208001
Email ID: bill.cnbl@gmail.com
Mobile No: 6386402689.

Dear Dr Bilal Ahmad Khan,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**10th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3407**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

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4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

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a. Leave and Holidays as applicable below to your category of employees and location

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Bilal Ahmad Khan)

Mr Kishor Raj
Head HR
Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3407**
Employee Name : **Dr Bilal Ahmad Khan**
Effective Date : **10th March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
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****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

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As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

3)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/3876/2024-25 SDUMC/HRM/AL/1700/2025

8th March, 2025

Dr Kandregula Meghana Sai
9-20-6/2, Flat No-4,
Devi Krupa Apatment CBM Compound,
Visakhapatnam, andhra pradesh-530003
Email ID: meghanasai@gmail.com
Mobile No: 9703454337.

Dear Dr Meghana Sai,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Obstetrics & Gynaecology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**8th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3408**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

Dr. K. Meghana Sai

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Research Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

Dr. K. Meghana Sai

(Dr Kandregula Meghana Sai)

Dr Muninarayana C
Registrar

Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Office
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3408**
Employee Name : **Dr Kandregula Meghana Sai**
Effective Date : **8th March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Dr. K. Meghana Sai

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Dr. K. Meghana Sai

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 3877 /2024-25 SDUMC/HRM/AL/ 170 /2025

11th March, 2025

Dr Damarasingu V Sai Priyanka
Sri Gurukrupa Residency, Flat TF-2
Door No 50-120-8, NE Layout,
Seethammadhara, Vishakapatnam
Andhra Pradesh - 530013
Email ID: prathyu.priya295@gmail.com
Mobile No: 8121319835.

Dear Dr Priyanka D V S,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Pathology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**11th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 10,80,000 p.a (Ten Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3409**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

D. V. S. Priyanka

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

A V Vijayanka

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

D. V. Bhiyanee

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning anc operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

B. V. Priyank

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Damarasingu V Sai Priyanka)

Mr Kishor Raj
Head HR

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Annexure - I

Employee Code : C3409
Employee Name : Dr Damarasingu V Sai Priyanka
Effective Date : 11th March, 2025

Your total annual compensation (CTC) will be **INR. 10,80,000 p.a. (Ten Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	32,600	3,91,200
DA	16,300	1,95,600
HRA	13,040	1,56,480
NPA	-	-
Additional Remuneration	28,060	3,36,720
Special Allowance	-	-
Gross Salary	90,000	10,80,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

D.V.Priyanka
Employee Signature

Date: 11/2/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

D. V. Roy-anka

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

R V.L Prajula

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

D V Shriyanka

Employee Signature **Date:** 11/3/25

Witness

1) Name: Signature:

2) Name: Signature:

.SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/3885/2024-25 SDUMC/HRM/AL/1705/2025

7th March, 2025

Dr Revathi Ashok
E-309, Royal Castle Apartment,
Thirumudivakkam Main Road,
opp Jain Public School,
Kancheepuram, Tamil Nadu-600044
Email ID: revathia98@gmail.com
Mobile No: 7259003715.

Dear Dr Revathi Ashok,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Anaesthesiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**7th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3410**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Revathi Ashok)

Mr Kishor Raj
Head HR

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3410**
Employee Name : **Dr Revathi Ashok**
Effective Date : **7th March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 11/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 11/3/25

Witness

1) Name: S M Kushal Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 3888 /2024-25 SDUMC/HRM/AL/1703 /2025

10th March, 2025

Dr S M Kushal
#163,1st Cross Halasahalli Road,
Behind varthur Police station,
varthur, Bangalore, South bangalore,
Karnataka-560087.
Email ID: drsmkushal@gmail.com
Mobile No: 7760505880.

Dear Dr Kushal,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Anaesthesiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**10th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3411**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Agreed and accepted

(Dr S M Kushal)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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Annexure - I

Employee Code : **C3411**
Employee Name : **Dr S M Kushal**
Effective Date : **10th March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Kushal

Employee Signature

Date: 10/03/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related tc network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 10/03/2025

Witness

1) Name: PRAVATHI ASHOK Signature:

2) Name: K. DINESH Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/3886 /2024-25 SDUMC/HRM/AL/1714 /2025

3rd March, 2025

Dr Navinbalaji R
207/1, M.G.Road, New Fairlands,
salem Tamil nadu-636016
Email ID: drnavinb95@gmail.com
Mobile No: 9003599992.

Dear Dr Navinbalaji,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Orthopaedics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3412**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

Navinbalaji

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

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You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

manibalaji

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

Manibalaj

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

Vaishalaj

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

navinbalaji

(Dr Navinbalaji R)

Mr Kishor Raj
Head HR

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3412**
Employee Name : **Dr Navinbalaji R**
Effective Date : **3rd March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Navinbalaji

Employee Signature

Date: 03/03/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

Naunbalaj

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related tc network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

Harishalaj

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Manirbaloj

Employee Signature **Date:** 03/03/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/3887/2024-25 SDUMC/HRM/AL/1704/2025

11th March, 2025

Dr Katta Dinesh Chandra Reddy
ff4, 5th floor, Leela pride,
sujathamma colony, dargamitta,
nellore, Andhra Pradesh-524003
Email ID: kattadinesh13@gmail.com
Mobile No: 8179149920

Dear Dr Dinesh Chandra,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Anaesthesiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**11th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3413**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

K Dinesh Chandra

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

K. Dinesh Chandra

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

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b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

K. Ramesh Chandra

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

K. Dinesh Chandra.

(Dr Katta Dinesh Chandra Reddy)

Mr Kishor Raj
Head HR

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : C3413
Employee Name : Dr Katta Dinesh Chandra Reddy
Effective Date : 11th March, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
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NPA	10,000	1,20,000
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Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

K. Dinesh Chandra

Employee Signature **Date:** 11/03/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

K Umesh Chandra

Employee Signature **Date:** 11/03/25

Witness

1) Name: REVATHI ASHOK Signature:

2) Name: Kushal. S.M. Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 4041 /2024-25 SDUMC/HRM/AL/ 718 /2025

14rd March, 2025

Dr Ramireddy Ramswaroop Reddy
B-6, Narayanaswamy Nagar,
Yerraguntla, Mandalam, Chilamakuru,
Chuddapah, Andhra Pradesh-51631
Email ID: itzmeswaroop@gmail.com
Mobile No: 8686744844.

Dear Dr Ramswaroop Reddy,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Pediatrics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**14th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3415**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including th Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Ramireddy Ramswaroop Reddy)

Ir Kishor Raj
Head HR
Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3415**
Employee Name : **Dr Ramireddy Ramswaroop Reddy**
Effective Date : **14th March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 14/03/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related i network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts c Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

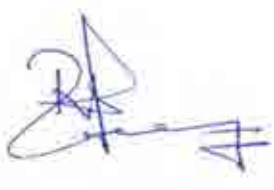
Employee Signature

Date: 14/03/25

Witness

1) Name: Signature:

2) Name: Signature:



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SDUAHER/KLR/ADMN/3967/2024-25 SDUMC/HRM/AL/1721 /2025

17th March, 2025

Dr Shirisha N
#34, First Floor, B Block,
Doctors Quarters,
SDUAHER Campus, Tamaka,
Kolar, Karnataka – 563101.
Email ID: nshirisha96@gmail.com
Mobile No: 8861675841

Dear Dr Shirisha,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Anaesthesiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**17th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	C3417

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Shirisha N

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

Shirisha. N

a. You will be on probation for an initial period of **Tweleve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

Shirisha.N

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

Shirisha. N

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Agreed and accepted

Shirisha. N

Dr Shirisha N

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs ... Higher Education ...
Tamaka, Kolar - ...

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3417**
Employee Name : **Dr Shirisha N**
Effective Date : **17th March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Shirisha N

Employee Signature

Date: 17/MARCH/2025

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

Shirisha.N

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. Student and Patient Records

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

Shirisha.N

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Shirisha. N

Employee Signature

Date: 17 MARCH 2025

Witness

1) Name: Rakshe Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/3961 /2024-25 SDUAHER/HRM/AL/1224/2025

17th March, 2025

Mr. Syam Krishna V
Athira, Kaliyakulam,
Meenad, Kollam, Kerala – 691572.
Email ID: syamkrishnavijayan@gmail.com
Mobile No: 8301055911

Dear Syam Krishna,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor of Speech Language Pathology**
B.	**Department**	:	**Speech Pathology and Audiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**17th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 7,20,000 p.a (Seven Lakhs Twenty Thousand only)**
F.	**Employee Code**	:	**C3418**

1. **General Terms and Conditions**

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Kishor Raj
Head HR

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Syam Krishna V)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : **C3418**
Employee Name : **Mr. Syam Krishna V**
Effective Date : **17th March, 2025**

Your total annual compensation (CTC) will be **INR. 7,20,000 p.a.**(Rupees Seven Lakhs Twenty Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	30,350	3,64,200
DA	12,747	1,52,964
HRA	2,428	29,136
Additional Remuneration	14,475	1,73,700
Gross	**60,000**	**7,20,000**
Total CTC	**60,000**	**7,20,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

1. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/398/2024-25 SDUMC/HRM/AL/126/2025

17th March, 2025

Dr Suhas R H
Swathi Nilaya, 5th Cross,
Anjani Extension,
Chintamani, Chikkaballapura- 563125.
Email ID: suhasrh007@gmail.com
Mobile No: 8792379917

Dear Dr Suhas,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Radio-Diagnosis**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**17th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 18,60,120 p.a (Rupees Eighteen Lakhs Sixty Thousand Only)**
F.	**Employee Code**	:	**C3423**

General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sdumc.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Head HR

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr Suhas R H)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Annexure - I

Employee Code : **C3423**
Employee Name : **Dr Suhas R H**
Effective Date : **17th March, 2025**

Your total annual compensation (CTC) will **INR. 18,60,000 p.a.(Rupees Eighteen Lakhs Sixty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Radio- Diagnosis Special Allowance	55,000	6,60,000
Gross	**1,55,000**	**18,60,000**
Total CTC	**1,55,000**	**18,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 18/03/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 18/09/2025

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/3963 /2024-25 SDUMC/HRM/AL/720 /2025

17th March, 2025

Dr Chirag P Gowda
Phalashruthi, 1st Main, 1st Cross,
New Extension, Kolar, Karnataka - 563101.
Email ID: chiragprakashgowda@gmail.com
Mobile No: 9448815909

Dear Dr Chirag,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**17th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	C 3494

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website

(https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to you function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your

performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake,

epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Medical College of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Medical College of Higher Education and Research**

Agreed and accepted

(Dr Chirag P Gowda)

Mr. Kishor Raj
HR Head

Dr Muninarayana C
Registrar

Dr D V L N Prasad
Chief Administrative Officer

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : C3424
Employee Name : Dr Chirag P Gowda
Effective Date : 17th March, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additonal Remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Medical College of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Medical College"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/4040 /2024-25 SDUMC/HRM/AL/1750 /2025

17th March, 2025

Dr S A Gagan
8-11-101 And 8-11-102,
Near Nehru Stadium,
New Housing Colony,
Bidar Karnataka-585401
Email ID: gaganbmt_259@yahoo.co.in
Mobile No: 9945548806.

Dear Dr Gagan,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**17th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3425**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

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It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

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c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

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You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

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10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr S A Gagan)

Mr Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH .

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Annexure - I

Employee Code : **C3425**
Employee Name : **Dr S A Gagan**
Effective Date : **17th March, 2025**

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NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 17/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related t network security both at the Medical College. I shall adhere to the specific security measure unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

2. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 17/3/25

Witness

1) Name: Signature:

2) Name: Signature:

3)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/4045/2024-25 SDUMC/HRM/AL/1732/2025

24th March, 2025

Dr Gowtham Gandhi
83, Kattabomman Street,
Tiruvannamalai, TamilNadu- 606601.
Email ID: gowtham14296@gmail.com
Mobile No: 9043330338

Dear Dr Gowtham,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Orthopedics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3426**

1. General Terms and Conditions

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve(12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

   This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
HR Head

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Gowtham Gandhi)

Dr Muninarayan C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3426**
Employee Name : **Dr Gowtham Gandhi**
Effective Date : **3rd March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
DA	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additional Remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 25/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 25/3/15

Witness

1) Name: Chalapathi. K Signature: Chalapathi. K

2) Name: Signature:

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SDUAHER/KLR/ADMN/4043/2024-25 SDUMC/HRM/AL/1749 /2025

24th March, 2025

Dr Rohith C Sunil
Chandrasseril (H), Moothakunnam .P.O.
Ernakulam district,
Kerala - 683516
Email ID: dr.rohith.c.sunil@gmail.com
Mobile No: 9400018377

ear Rohit,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Orthopedics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**10th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3428**

1. General Terms and Conditions

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

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Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve(12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.
e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainfu interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Rohith C Sunil)

Mr. Kishor Raj
HR Head

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayan C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3428**
Employee Name : **Dr Rohith C Sunil**
Effective Date : **10th March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
DA	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additional Remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 10/3/2025

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 10/3/2025

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 16 /2025-26 SDUMC/HRM/AL/ 03 /2025

2nd April, 2025

Dr J Ushasree
3-89-13, USHODAYA Colony,
Tirupati, Yogimallvaram,
Chittoor, Andra Pradesh – 517503
Email ID: ushasreejala95@gmail.com
Mobile No: 8500149057

Dear Dr Ushasree,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Anaesthesiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**2nd April, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3430**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

J Ushasree

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

J Usharee

a. You will be on probation for an initial period of **Tweleve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

J. Usharee

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

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You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr J Ushasree)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

J Ushasree

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Annexure - I

Employee Code : C3430
Employee Name : Dr J Ushasree
Effective Date : 2nd April, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
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Additional remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

J. Ushasree

Employee Signature **Date:** 2/4/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

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1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

J Usharee

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

J Dharani

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

J. Ucharee

Employee Signature **Date:** 2/4/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/4083 /2024-25 SDUMC/HRM/AL/758/2025

27th March, 2025

Dr Balaji C
S/o Chandhirasekar
39B2/1A-A, Kothukaran Kadu,
K O N Theatre Back Side,
Kumarapalayam, Namakkal,
TamilNadu - 638183.
Email ID: drcbic@gmail.com
Mobile No: 9994237363.

Dear Dr Balaji,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**General Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**27th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 27,00,000 p.a. (Rupees Twenty Seven Lakhs Only)**
F.	**Employee Code**	:	**C3431**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Dr Balaji C
27/3/2025

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to you function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

27/3/25

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve(12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

22/3/23

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Balaji C) 27/3/25

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103.

27/03/2025

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : C3431
Employee Name : Dr Balaji C
Effective Date : 27th March, 2025

Your total annual compensation (CTC) will be **INR. 27,00,000 p.a. (Rupees Twenty Seven Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Particulars	Current CTC (PM) INR	Revised CTC (PM) INR
Basic	45,800	5,49,600
Dearness Allowance	22,900	2,74,800
House Rent Allowance	18,320	2,19,840
NPA	10,000	1,20,000
SPL/Other.A	60,000	7,20,000
Additional Remuneration	67,980	8,15,760
Gross	**2,25,000**	**27,00,000**
CTC	**2,25,000**	**27,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 27/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

22/3/21

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

27/3/25

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 27/3/25

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 02 /2024-25 SDUMC/HRM/AL/ 01 /2025

1st April, 2025

Dr Vivek Krishnan S
Chinmaya,Perumpuzhathazham
Perumpuzha PO, Kottamkara
Perumpuzha
Kollam, Kerala – 691504.
Email ID: resus.doc.em@gmail.com
Mobile No: 8075767076

Dear Vivek,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Emergency Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**1st April, 2025**
E.	**Compensation (CTC)**	:	**INR. 20,58,792 p.a (Rupees Twenty Lakhs Fifty Eight Thousand Seven Hundred and Ninety two only**
F.	**Employee Code**	:	**C3433**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

f. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

g. You will keep the Medical College informed of any change in your residential address or in your civil status.

h. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

i. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

j. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

k. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

l. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Medical College of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Medical College of Higher Education and Research**

Agreed and accepted

(Dr Vivek Krishnan S)

Mr. Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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Annexure - I

Employee Code	:	**C3433**
Employee Name	:	**Dr Vivek Krishnan S**
Effective Date	:	**1st April, 2025**

Your total annual compensation (CTC) will be **INR. 20,58,792 p.a (Rupees Twenty Lakhs Fifty Eight Thousand Seven Hundred and Ninety two only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	5,49,600
DA	22,900	2,74,800
HRA	18,320	2,19,840
NPA	10,000	1,20,000
Additonal Remuneration	24,546	2,94,552
Special Other Allowance	50,000	6,00,000
Gross	1,71,566	20,58,792
Total CTC	1,71,566	20,58,792

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 01/04/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Medical College of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Medical College"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be

severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 01/05/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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SDUAHER/KLR/ADMN/ 09 /2025-26 SDUMC/HRM/AL/ 08 /2025

2nd April, 2025

Dr Thilak M S
S/O: Srinivasappa M S
Mudalagollahalli,
Chikkaballapur, Karnataka - 563123
Email ID: thilakms96@gmail.com
Mobile No: 9663929545

Dear Thilak,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Emergency Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**2nd April, 2025**
E.	**Compensation (CTC)**	:	**INR.18,00,000 (Rupees Eighteen Lakhs Only)**
F.	**Employee Code**	:	**C3435**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

f. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

g. You will keep the Medical College informed of any change in your residential address or in your civil status.

h. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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j. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

k. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

l. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Medical College of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Medical College of Higher Education and Research**

Mr. Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Thilak M S)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : C3435
Employee Name : Dr Thilak M S
Effective Date : 2nd April, 2025

Your total annual compensation (CTC) will be **INR. 18,00,000 (Rupees Eighteen Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
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HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additonal Remuneration	26,445	3,17,340
Special Other Allowance	50,000	6,00,000
Gross	1,50,000	18,00,000
Total CTC	1,50,000	18,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

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As a condition of my employment with Sri Devaraj Urs Medical College of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Medical College"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 02/04/2024

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 14 /2024-25 **SDUMC/HRM/AL/ 06 /2025**

22nd March, 2025

Dr Mashru Stuti Jayantbhai
Plot No:21, 'Nanki' Kalapana society,
Anantwadi, Bhavnagar,
Gujarat-346002
Email ID: stutimashru@gmail.com
Mobile No: 9429636269.

Dear Dr Mashru Stuti,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Psychiatry**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**22nd March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3436**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sig off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning an operations. You are expected to comply with all the Service Rules and policies of the Medical College including th Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

.Velcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Mashru Stuti Jayantbhai)

Mr Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3436**
Employee Name : **Dr Mashru Stuti Jayantbhai**
Effective Date : **22nd March, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 02/04/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

2. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 02/04/2025

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 15 /2025-26 SDUMC/HRM/AL/ 04 /2025

2nd April, 2025

Dr Syed Hazarath Nabi
S/O Syed Syed Peera,
13-2-406, Chaithanya Nagar, Anantapur,
Anantapur, Andra Pradesh – 515001
Email ID: dr.hazarathnabi@gmail.com
Mobile No: 8553652356

Dear Dr Ushasree,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Anaesthesiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**2nd April, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3437**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Syed Hazarath Nabi)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3437**
Employee Name : **Dr Syed Hazarath Nabi**
Effective Date : **2nd April, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

***

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 02/04/25

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/ 49 /2025-26 SDUMC/HRM/AL/ 11 /2025

3rd April, 2025

Dr Maramreddy Saiteja
24-2-1867, 3rd Cross Street,
Magunta Layout, Nellore, PO Dargamitta,
Nellore, Andra Pradesh -524003
Email ID: maramreddysaiteja@gmail.com
Mobile No: 9494611244

Dear Dr Maramreddy,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Paediatrics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**3rd April, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3438**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve(12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Maramreddy Saiteja)

Mr. Kishor Raj
HR Head

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3438**
Employee Name : **Dr Maramreddy Saiteja**
Effective Date : **3rd April, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
DA	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additional Remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 03/04/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 03/04/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 70 /2025-26 SDUMC/HRM/AL/ 15 /2025

7th April, 2025

Dr M Gautam
No.2 ,Bodi line Extension road,
Near Karumarimman koil, Ellis Nagar,
Madurai, Arasaradi, Tamil nadu - 625016
Email ID: gautamsemail007@gmail.com
Mobile No: 9952579014

Dear Dr Gautam,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**7th April, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3440**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr M Gautam)

Dr Muninarayana C
Registrar

Dr D V L N Prasad
Chief Adminstrative Officer

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(A Deemed to be University declared under Section 3 of UGC Act 1956)

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Annexure - I

Employee Code : C3440
Employee Name : Dr M Gautam
Effective Date : 7th April, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 07/04/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 07/04/2025

Witness

1) Name: Signature:

2) Name: Signature:

3)

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SDUAHER/KLR/ADMN/ 71 /2025-26 SDUMC/HRM/AL/ 16 /2025

7th April, 2025

Dr Sujana P Reddy
#754, 2nd Main, 3rd cross,
Near someshwara Temple fort, Kolar
Kolar, Karnataka -563101
Email ID: sujanareddy13@gmail.com
Mobile No: 9611130559

Dear Dr Sujana,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**7th April, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3441**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

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You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Sujana P Reddy)

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Dr D V L N Prasad
Chief Adminstrative Officer

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in, Website: www.sduaher.ac.in

Annexure - I

Employee Code : C3441
Employee Name : Dr Sujana P Reddy
Effective Date : 7th April, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 7-04-2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 7-04-2025

Witness

1) Name: Signature:

2) Name: Signature:

3)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/ 73 /2025-26 SDUMC/HRM/AL/ 17 /2025

7th April, 2025

Dr A B Chirag
B Santosh Kumar Shetty,
S-134 Anad House,
Swarnapath, Near Guddi bar,
Handady, Brahmavara,Udupi – 576213
Email ID: chiragandavin@gmail.com
Mobile No: 8861345559

Dear Dr Chirag,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Ophthalmology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**7th April, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3442**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

Chirag

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

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It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

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c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Co[illegible]nd Copyright

You a[illegible]nd abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights a[illegible]ete agreement" all times during your employment and the said agreement is marked as **Annexure [illegible]** form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr A B Chirag)

Dr Muninarayana C
Registrar

01/04/2025

Dr D V L N Prasad
Chief Adminstrative Officer

01/04/2025

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Annexure - I

Employee Code : C3442
Employee Name : Dr A B Chirag
Effective Date : 7th April, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
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Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature Chirag **Date:** 7/4/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

   a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

   b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

   c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

   d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

   e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 7/4/25

Witness

1) Name: Signature:

2) Name: Signature:

3)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 104 /2025-26 SDUMC/HRM/AL/ 18 /2025

7th April, 2025

Dr Haneena Mariyam K
Kanav Daffodil Hills, Kudlu Chowki,
Uliyathaduka road,Puthur,
Kasaragod, Kerala -671124
Email ID: haneenamk@gmail.com
Mobile No: 8281962694

Dear Dr Haneena,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Pathology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**7th April, 2025**
E.	**Compensation (CTC)**	:	**INR. 10,80,000p.a. (Ten Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3443**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Haneena Mariyam K)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Annexure - I

Employee Code : C3443
Employee Name : Dr Haneena Mariyam K
Effective Date : 7th April, 2025

Your total annual compensation (CTC) will be **INR. 10,80,000p.a. (Ten Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	32,600	3,91,200
DA	16,300	1,95,600
HRA	13,040	1,56,480
NPA	-	-
Additional Remuneration	28,060	3,36,720
Special Allowance	-	-
Gross Salary	90,000	10,80,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 7/4/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 7/4/25

Witness

1) Name: Signature:

2) Name: Signature:

3)

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SDUAHER/KLR/ADMN/ 109 /2025-26 SDUMC/HRM/AL/ 25 /2025

10th April, 2025

Dr Jandagudem Megha Varnika
H No 4-86, Kothur, Kothur
Mahbubnagar,
Andra Pradesh – 509226.
Email ID: rainbow.colours.js@gmail.com
Mobile No: 9182400945

Dear Dr Megha,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Ophthalmology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**10th April, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3444**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Eighteen (18) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

   It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Jandagudem Megha Varnika)

Dr Muninarayana C
Registrar

Dr D V L N Prasad
Chief Administrative Officer

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3444**
Employee Name : **Dr Jandagudem Megha Varnika**
Effective Date : **10th April, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional remuneration	26,445	3,17,340
Gross	**1,00,000**	**12,00,000**
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 10/4/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. <u>Student and Patient Records</u>

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

13. You are obligated to Fulfill a mandatory One-Year term of employment with Sri Devaraj Urs Medical College, Tamaka, Kolar.

Employee Signature **Date:** 10/4/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN//94 /2025-26 SDUMC/HRM/AL/63 /2025

16th April, 2025

Dr Anne Surya Kanth
6-3-354/3, Hindi Nagar,
Panjagutta Banjara Hills, Hyderabad,
Andra Pradesh - 500034
Email ID: suryakanth963@gmail.com
Mobile No: 8500990909

Dear Dr Surya,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Radiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**16th April, 2025**
E.	**Compensation (CTC)**	:	**INR. 18,60,120 p.a (Rupees Eighteen Lakhs Sixty Thousand Only)**
F.	**Employee Code**	:	**C3445**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sdumc.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Anne Surya Kanth)

Mr Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3445**
Employee Name : **Dr Anne Surya Kanth**
Effective Date : **16th April, 2025**

Your total annual compensation (CTC) will **INR. 18,60,000 p.a.(Rupees Eighteen Lakhs Sixty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	55,000	6,60,000
Gross	**1,55,000**	**18,60,000**
Total CTC	**1,55,000**	**18,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and, its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 140 /2025-26 SDUMC/HRM/AL/ 38 /2025

12th April, 2025

Dr Sharadhi Petkar
Panchalingeshwar cross,
Manollin #2741 Manoli Belgaum,
Karnataka -591117
Email ID: sharadhipetkar@gmail.com
Mobile No: 8660117456

Dear Dr Sharadhi,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Ophthalmology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**12th April, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3446**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Eighteen (18) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

   It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Sharadhi Petkar)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code	:	C3446
Employee Name	:	Dr Sharadhi Petkar
Effective Date	:	12th April, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional remuneration	26,445	3,17,340
Gross	**1,00,000**	**12,00,000**
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 12/4/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

13. You are obligated to Fulfill a mandatory One-Year term of employment with Sri Devaraj Urs Medical College, Tamaka, Kolar.

Employee Signature **Date:** 12/4/25

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 170 /2025-26 SDUMC/HRM/AL/ 41 /2025

15th April, 2025

Dr Nagul U
17B/1554 SRIRAM NAGAR,
Theni Theni,
TamilNadu – 625531
Email ID: nagul45@gmail.com
Mobile No: 9787226608

Dear Dr Nagul,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Radio-Diagnosis**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**15th April, 2025**
E.	**Compensation (CTC)**	:	**INR. 21,18,792 p.a (Rupees Twenty One Lakhs Eighteen Thousand Seven Hundred Ninety Two Only)**
F.	**Employee Code**	:	**C3447**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sdumc.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

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You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
HR Head

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Nagul U)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in, Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3447**
Employee Name : **Dr Nagul U**
Effective Date : **15th April, 2025**

Your total annual compensation (CTC) will **INR. 21,18,792 p.a.(Rupees Twenty One Lakhs Eighteen Thousnd Seven Hundred Ninety two Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45800	549600
DA	22900	274800
HRA	18320	219840
NPA	10000	120000
Additional Remuneration	24546	294552
Special Allowance	55000	660000
Gross	**1,76,566**	**21,18,792**
Total CTC	**1,76,566**	**21,18,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

U.N

Employee Signature

Date: 15/04/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

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including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

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absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

U.N.J

Employee Signature **Date:** 15/04/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/ 849 /2025-26 SDUMC/HRM/AL/ 86/2025

22nd April, 2025

Dr Devi Sindhuja S
351/145 Palakkara Thottam
Mottur Salem
Elampillai Salem
Tamilnadu – 637502
Email ID: Sindhuja1276@gmail.com
Mobile No: 9500414877

Dear Dr Sindhuja,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Ophthalmology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**22nd April, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3449**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. **Key Result Areas:**

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. **Date of Commencement and Working Hours:**

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Eighteen (18) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

   It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Dr D V L N Prasad
Chief Administrative Officer

Agreed and accepted

(Dr Devi Sindhuja)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code : C3449
Employee Name : Dr Devi Sindhuja
Effective Date : 22nd April, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional remuneration	26,445	3,17,340
Gross	**1,00,000**	**12,00,000**
Total CTC	**1,00,000**	**12,00,000**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 22/4/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

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d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

13. You are obligated to Fulfill a mandatory One-Year term of employment with Sri Devaraj Urs Medical College, Tamaka, Kolar.

Employee Signature **Date:** 22/4/25

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 250 /2025-26 SDUMC/HRM/AL/87/2025

22nd April, 2025

Dr Lekshmy M S
TC 11/2122-1 Indeevaram Thilak nagar
Nalanchira Thiruvananthapuram
Nalanchira Thiruvananthapuram
Kerala – 695015
Email Id:- lekshmyaravind21@gmail.com
Phone No:- 9995281075

Dear Dr Lekshmy,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Ophthalmology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**22nd April, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3450**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Eighteen (18) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. **Other Benefits**

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and

neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Head
Human Resorce Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Lekshmy M S)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563103

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Annexure - I

Employee Code : C3450
Employee Name : Dr Lekshmy M S
Effective Date : 22nd April, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional remuneration	26,445	3,17,340
Gross	**1,00,000**	**12,00,000**
Total CTC	**1,00,000**	**12,00,000**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 22/04/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. <u>Student and Patient Records</u>

   a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

   b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

13. You are obligated to Fulfill a mandatory One-Year term of employment with Sri Devaraj Urs Medical College, Tamaka, Kolar.

Employee Signature **Date:** 22/04/2025

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 279 /2025-26 SDUMC/HRM/AL/ 92 /2025

24th April, 2025

Dr Debadulal Das Bidhar
PL NO -1972/1306,
SRI RAM Nagar, Old Town,
Bhubaneswar, Khordha
Orissa – 751002
Email ID: drddbidharneuro@gmail.com
Mobile No: 6371910093

Dear Dr Debadulal,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	Designation	:	Assistant Professor
B.	Department	:	Neuro Surgery
C.	Location	:	Tamaka, Kolar
D.	Date of Joining	:	24th April, 2025
E.	Compensation (CTC)	:	INR. 30,00,000p.a (Rupees Thirty Lakhs Only)
F.	Employee Code	:	C3452

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sdumc.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. **Key Result Areas:**

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. **Date of Commencement and Working Hours:**

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure -** II which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
HR Head

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Debadul Das Bidhar)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232. E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : C3452
Employee Name : Dr Debadulal Das Bidhar
Effective Date : 24th April, 2025

Your total annual compensation (CTC) will **INR. 30,00,000 p.a.(Rupees Thirty Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	5,49,600
DA	22,900	2,74,800
HRA	18,320	2,19,840
NPA	10,000	1,20,000
Additional Remuneration	92,980	11,15,760
Special Allowance	60,000	7,20,000
Gross	**2,50,000**	**30,00,000**
Total CTC	**2,50,000**	**30,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and, its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. Student and Patient Records

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient Information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/ 324 /2025-26 SDUMC/HRM/AL/ 105 /2025

28th April, 2025

Dr. Meghana Kempanna
#499, 3rd Main, 16th Cross, 6th Sector,
HSR Layout, Bangalore - 560102
Email ID: meghanakempanna@gmail.com
Mobile No: 9980000499

Dear Dr Meghana,

Sub: Letter of Appointment

We welcome you to Sri Devaraj Urs Medical College. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	Designation	:	Senior Resident
B.	Department	:	Dermatology
C.	Location	:	Tamaka, Kolar
D.	Date of Joining	:	28th April, 2025
E.	Compensation (CTC)	:	INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)
F.	Employee Code	:	C3455

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website

K. Meghana.

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. **Key Result Areas:**

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. **Date of Commencement and Working Hours:**

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. **Probation and Notice Period**

K. Meghana

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

K. Meghana.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

K. Meghana

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure** - II which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishore Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

K Meghana
(Dr Meghana Kempanna)

Dr. Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr. D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer

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Annexure - I

Employee Code : C3455
Employee Name : Dr. Meghana Kempanna
Effective Date : 28th April, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
Dearness Allowance	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additional Allowance	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature K. Meghana **Date:** 28/4/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

K. Meghana

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

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absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department

K. Meghana
Employee Signature

Date: 28/4/25

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in, Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 334 /2025-26 SDUMC/HRM/AL/ 126 /2025

29th April, 2025

Dr Pakhalo
S/O : Phoramthu,
Near Baptist Church,
Laruri Village, Laruri,
Phek, Nagaland -797114
Email ID: pakhatsii@gmail.com
Mobile No: 6388362785

Dear Dr Pakhalo,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	Designation	:	Assistant Professor
B.	Department	:	General Surgery
C.	Location	:	Tamaka, Kolar
D.	Date of Joining	:	29th April, 2025
E.	Compensation (CTC)	:	INR. 14,58,792 p.a (Rupees Forteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)
F.	Employee Code	:	C3456

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

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c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. **Key Result Areas:**

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. **Date of Commencement and Working Hours:**

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of

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the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

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c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.
d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.
e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

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7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure** - II which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Medical College of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Medical College of Higher Education and Research**

Mr. Kishor Raj
HR Head

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

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(Dr Pakhalo)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code	:	C3456
Employee Name	:	Dr Pakhalo
Effective Date	:	29th April, 2025

Your total annual compensation (CTC) will be **INR. 14,58,792 p.a (Rupees Forteen Lakhs Fifty Eight Thousand Seven Hundred and Ninety Two Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	5,49,600
DA	22,900	2,74,800
HRA	18,320	2,19,840
NPA	10,000	1,20,000
Additonal Remuneration	24,546	2,94,552
Gross	1,21,566	14,58,792
Total CTC	**1,21,566**	**14,58,792**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Medical College of Higher Education and Research and, its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Medical College"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

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including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. <u>Student and Patient Records</u>

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

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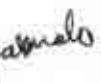
absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10 I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11 This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature  Date: 29/04/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/ 362 /2024-25 SDUMC/HRM/AL/ 129 /2025

2nd May, 2025

Dr G Sreenivasa Reddy
S/o G Ravindranath Reddy
39/633 20-1, Aravind Nagar,
Patel Road, Y S Nagar, Cuddapah,
Yerramukkapalli, Andhra Pradesh - 516004
Mobile No: 8722858391
Email Id: srinivas.guddety@gmail.com

Dear Dr Sreenivasa Reddy,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	Designation	:	Assistant Professor
B.	Department	:	Urology
C.	Location	:	Tamaka, Kolar
D.	Date of Joining	:	2nd May, 2025
E.	Compensation (CTC)	:	INR. 27,00,000 p.a. (Rupees Twenty Seven Lakhs Only)
F.	Employee Code	:	C3457

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety(90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR
Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr D V L N Prasad
Chief Administrative Officer
Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr G Sreenivasa Reddy)

Dr Muninarayana C
Registrar
Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232. E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : C3457
Employee Name : Dr G Sreenivasa Reddy
Effective Date : 2nd May, 2025

Your total annual compensation (CTC) will be **INR. 27,00,000** p.a. **(Rupees Twenty Seven Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	5,49,600
DA	22,900	2,74,800
HRA	18,320	2,19,840
NPA	10,000	1,20,000
Special Other Allowances	60,000	7,20,000
Additional Remuneration	67,980	8,15,760
Gross	**2,25,000**	**27,00,000**
Total CTC	**2,25,000**	**27,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature Date: 2/5/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. Student and Patient Records

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature Date: 2/5/2025

Witness

1) Name: Signature:

2) Name: Signature:

ID & Credential
HOD Signature Pending

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/ 361 /2024-25 SDUMC/HRM/AL/ 138 /2025

2nd May, 2025

Dr Karanam Sai Arun
S/o Dr K Guna Sekhar Pillai
Flat No 301, K P R Pride Apartments,
Sai Chakra Gardens,
Near Avilala Gram Sachivalayam,
Tirupati, Andhra Pradesh - 517507
Mobile No: 7799697303.
Email Id: saiarun2704@gmail.com

Dear Dr Karanam Sai Arun,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**2nd May, 2025**
E.	**Compensation (CTC)**	:	**INR. 27,00,000 p.a.** **(Rupees Twenty Seven Lakhs Only)**
F.	**Employee Code**	:	**C3458**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

K Sai Arun

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

K Sai Anu

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety(90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

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c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

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b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563 103

Agreed and accepted

(Dr Karanam Sai Arun)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3458**
Employee Name : **Dr Karanam Sai Arun**
Effective Date : **2nd May, 2025**

Your total annual compensation (CTC) will be **INR. 27,00,000 p.a. (Rupees Twenty Seven Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

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Additional Remuneration	67,980	8,15,760
Gross	**2,25,000**	**27,00,000**
Total CTC	**2,25,000**	**27,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature K. Sai Arun **Date:** 02/05/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature U.Sc. Arun **Date:** 02/05/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in, Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 356 /2024-25 SDUMC/HRM/AL/ 137 /2025

2nd May, 2025

Dr Dayananda M
S/o A S Munivenkatappa
#12, Basavanna Temple Street,
Adugodi, Bangalore,
Karnataka - 560030
Mobile No: 9342864851.
Email Id: mdaya65@rediffmail.com

Dear Dr Dayananda,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Professor**
B.	**Department**	:	**Community Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**2nd May, 2025**
E.	**Compensation (CTC)**	:	**INR. 21,58,128 p.a. (Rupees Twenty One Lakhs Fifty Eight Thousand One Hundred and Twenty Eight Only)**
F.	**Employee Code**	:	**C3459**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety(90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr Dayananda M)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Annexure - I

Employee Code : **C3459**
Employee Name : **Dr Dayananda M**
Effective Date : **2nd May, 2025**

Your total annual compensation (CTC) will be **INR. 21,58,128 p.a. (Rupees Twenty One Lakhs Fifty Eight Thousand One Hundred and Twenty Eight Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	63,900	7,66,800
DA	31,950	3,83,400
HRA	25,560	3,0,6720
NPA	17,000	2,0,4,000
Additional Remuneration	41,434	4,97,208
Gross Salary	**1,79,844**	**21,58,128**
Total CTC	**1,79,844**	**21,58,128**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 2/5/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 2/5/25

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 387 /2025-26 SDUMC/HRM/AL/ 180 /2025

6th May, 2025

Dr. Tejus V Nagireddy
S/O H L Vishwanath Reddy,
25 Hulimangala, Hulimangala Post,
Jigani, Bengaluru -560105
Email Id: tjsnagireddy@gmail.com
Mobile No:- 9900809952

Dear Dr Tejus,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Surgical Oncology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**6th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 30,00,000 p.a. (Rupees Thirty Lakhs Only)**
F.	**Employee Code**	:	**C3461**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

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Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety(90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Tejus V Nagireddy)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

06/05/2025

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3461**
Employee Name : **Dr Tejus V Nagireddy**
Effective Date : **6th May, 2025**

Your total annual compensation (CTC) will **INR. 30,00,000 p.a.(Rupees Thirty Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	5,49,600
DA	22,900	2,74,800
HRA	18,320	2,19,840
NPA	10,000	1,20,000
Additional Remuneration	92,980	11,15,760
Special Allowance	60,000	7,20,000
Gross	**2,50,000**	**30,00,000**
Total CTC	**2,50,000**	**30,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/ 399 /2025-26 SDUMC/HRM/AL/ 174/2025

5th May, 2025

Dr. P Haritha
D/O P Kumaragurupuram
77B, Sholinghar Road,
Pallipattu Taluka, BDO Office,
Pallipattu,Tiruvallur,
Tamilnadu -631207
Email ID: paranjiharitha101@gmail.com
Mobile No: 9441653654/9392696870

Dear Dr Haritha,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Anaesthesiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3462**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

P. Haritha

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

P Haribu

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

   It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

I Havitha

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

P. Harish

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

P. Haritha

(Dr P Haritha)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

06/01/2023

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : C3462
Employee Name : Dr P Haritha
Effective Date : 5th May, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

P. Haritha.

Employee Signature

Date: 5/5/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

P Haritha

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

P. Haritha

Employee Signature **Date:** 05/05/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 397 /2025-26 SDUMC/HRM/AL/ 178/2025

5th May, 2025

Dr. Kalavakuru Mouna
D/O Kalavakuru Dayakar Reddy
23-848-1, Ramesh Reddy Nagar
Fathekhanpet, Nellore, Nellore,
Andhra Pradesh -524003
Email ID: kalavakurumouna@gmail.com
Mobile No: 9849066338/9686014778

Dear Dr Mouna,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Paediatrics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3463**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

K. Mouna

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

K. Meena

a. You will be on probation for an initial period of **Twelve(12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

K. Mouna

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

K. Mouna

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
HR Head

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Kalavakuru Mouna)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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Annexure - I

Employee Code : **C3463**
Employee Name : **Dr Kalavakuru Mouna**
Effective Date : **5th May, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
DA	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additional Remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

K. Mouna

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

K. Mohan

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

K. Meena

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

K. Mouna

Employee Signature

Date: 5th May 2025

Witness

1) Name: Signature:

2) Name: Signature:

K. Mouna

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SDUAHER/KLR/ADMN/ 396/2024-25 SDUMC/HRM/AL/ 175/2025

5th May, 2025

Dr. Nawaz Shariff A
C/O H Akbar Shariff, Azad Road,
Srinivaspur, Kolar,
Karnataka -563135
Email Id: drnawaz08.ns@gmail.com
Mobile No:- 9738265180

Dear Dr Nawaz,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**Urology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 27,00,000 p.a.** **(Rupees Twenty Seven Lakhs Only)**
F.	**Employee Code**	:	**C3464**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety(90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Nawaz Shariff A)

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232. E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3464**
Employee Name : **Dr Nawaz Shariff A**
Effective Date : **5th May, 2025**

Your total annual compensation (CTC) will be **INR. 27,00,000 p.a. (Rupees Twenty Seven Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	5,49,600
DA	22,900	2,74,800
HRA	18,320	2,19,840
NPA	10,000	1,20,000
Special Other Allowances	60,000	7,20,000
Additional Remuneration	67,980	8,15,760
Gross	**2,25,000**	**27,00,000**
Total CTC	**2,25,000**	**27,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 05/05/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 05/05/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/ 398 /2025-26 SDUMC/HRM/AL/ 179 /2025

5th May, 2025

Dr Shaik Hasareen
C/O Anees Dudekula,
B 1203 Brigade Metropolis,
Whitefield Main Road,
Garudacharpalya, Mahadevapura,
Bengaluru, Karnataka -560048
Email ID: hasu.shaik@gmail.com
Mobile No: 8463976061

Dear Dr Shaik Hasareen,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Ophthalmology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3465**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Eighteen (18) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Shaik Hasareen)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

06/05/2025

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : C3465
Employee Name : Dr Shaik Hasareen
Effective Date : 5th May, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional remuneration	26,445	3,17,340
Gross	**1,00,000**	**12,00,000**
Total CTC	**1,00,000**	**12,00,000**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney

fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

13. You are obligated to Fulfill a mandatory One-Year term of employment with Sri Devaraj Urs Medical College, Tamaka, Kolar.

Employee Signature **Date:** 5/5/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 434/2025-26 SDUMC/HRM/AL/ 133/2025

5th May, 2025

Dr. Gurram Kamalakar
S/O Rajesham,
1-79/2, Dharmaram, Dharmaram,
Karimnagar, Telangana - 505416
Email ID: Kamalsai.2@outlook.com
Mobile No: 9502536230

Dear Dr Kamalakar,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Paediatrics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**5th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3466**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve(12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
HR Head

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Gurram Kamalkar)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3466**
Employee Name : **Dr Gurram Kamalakar**
Effective Date : **5th May, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
DA	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additional Remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 05/05/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient Information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 05/05/2015

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/480/2024-25 SDUMC/HRM/AL/185/2025

6th May, 2025

Dr Aryadev Jayakrishnan
S/O Jayakrishnan P V,
Sreedham, Talap Pallikunnu,
Pallikunnu, Pallikunnu,
Kannur, Kerala -670004
Email ID: aryadevjk95@gmail.com
Mobile No: 8197964568.

Dear Dr Aryadev,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Orthopaedics**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**6th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3468**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve(12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Aryadev Jayakrishnan)

Dr Muninarayan C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

06/05/2025

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3468**
Employee Name : **Dr Aryadev Jayakrishnan**
Effective Date : **6th May, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
DA	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additional Remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College
[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]
TAMAKA, KOLAR-563 103, KARNATAKA, INDIA
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SDUAHER/KLR/ADMN/ 566 /2024-25 SDUAHER/HRM/AL/ 206 /2025

12th May, 2025

Ms Prathima D
D/o Dhananjayagowda D
Kaadudevandlahalli, Gadlahalli,
Kolar, Karnataka – 563126.
Email ID: dprathima464@gmail.com
Mobile No: 9113889293.

Dear **Prathima,**

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research.** We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Lab Technician**
B.	**Department**	:	**College of Pharmacy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**12th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 2,23,020 p.a.** **(Rupees Two lakh Twenty Three Thousand Twenty Only)**
F.	**Employee Code**	:	**C3470**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Prath

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Academy at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Academy of Higher Education and Research** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Thirty Days notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Thirty Days salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results tha meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy I are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy I including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Prathima D)

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563101

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Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3470**
Employee Name : **Ms Prathima D**
Effective Date : **12th May, 2025**

Your total annual compensation (CTC) will **INR. 2,23,020 p.a. (Rupees Two lakh Twenty Three Thousand Twenty Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	11,250	1,35,000
Dearness Allowance	5,625	67,500
HRA	1,125	13,500
Gross (A)	**18,000**	**2,16,000**
Employer ESI Contibution	585	7,020
Total (B)	**585**	**7,020**
Total CTC (A+B)	**18,585**	**2,23,020**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Hospital. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Prathima

Employee Signature

Date: 12/05/25

Annexure – II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Academy, University and Hospital"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how and its business activities and agree to be bound by any other obligations owed to the Academy ir respect of third parties.

2. Student and Patient Records

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 12/05/25

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 570/2025-26 SDUMC/HRM/AL/ 208 /2025

12th May, 2025

Dr Varun R
S/O C V Rajan
Panthaplavila, Santhi Nagar 15,
Ayathil PO, Pattathanam S.O,
Pattathanam, Kollam,
Kerala -691021.
Email Id: drvarunr619@gmail.com
Mobile No: 8289922869

Dear Dr Varun,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Community Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**12th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 10,80,000p.a. (Ten Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3471**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety(90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Varun R)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D.V.L.N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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Annexure - I

Employee Code : **C3471**
Employee Name : **Dr Varun R**
Effective Date : **12th May, 2025**

Your total annual compensation (CTC) will be **INR. 10,80,000p.a. (Ten Lakhs eighty thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	32,600	3,91,200
DA	16,300	1,95,600
HRA	13,040	1,56,480
NPA	-	-
Additional Remuneration	28,060	3,36,720
Special Allowance	-	-
Gross Salary	**90,000**	**10,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature -

Date: 12/5/2025

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 589 /2025-26 SDUMC/HRM/AL/ 314 /2025

14th May, 2025

Dr Sreekrishnan G K
131/30, Chaithanya,
Flat No H 5,
West Gate Apartments, Thrissur,
Thrissur, Kerala - 680002
Email ID: krisgk2003@gmail.com
Mobile No: 9620666602

Dear Dr Sreekrishnan,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Radiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**14th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 18,60,000 p.a (Rupees Eighteen Lakhs Sixty Thousand Only)**
F.	**Employee Code**	:	**C3472**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sdumc.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

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You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Sreekrishnan G K)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3472**
Employee Name : **Dr Sreekrishnan G K**
Effective Date : **14th May, 2025**

Your total annual compensation (CTC) will **INR. 18,60,000 p.a.(Rupees Eighteen Lakhs Sixty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	55,000	6,60,000
Gross	**1,55,000**	**18,60,000**
Total CTC	**1,55,000**	**18,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/ 601 /2025-26 SDUMC/HRM/AL/ 218 /2025

15th May, 2025

Dr Shaik Mohsina
C/O Syed Riaz Ahamed Rosedar,
24, 1st cross, 1st main, P and T Layout,
Anandpura Extn, TC Palya Main Road,
VTC: Krishnarajapuram,
PO: Krishnarajapuram,
Bengaluru, Karnataka - 560036
Email Id: mohsinashaik56@gmail.com
Mobile No: 7382117317

Dear Dr Mohsina,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Community Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**15th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 10,80,000 p.a. (Rupees Ten Lakhs Eighty Thousand Only)**
F.	**Employee Code**	:	**C3473**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

Sa. Mohsina

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a

service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety(90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

Sa. Mohsina

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

Shr Mohsina

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Shaik Mohsina)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **C3473**
Employee Name : **Dr Shaik Mohsina**
Effective Date : **15th May, 2025**

Your total annual compensation (CTC) will be **INR. 10,80,000 p.a. (Rupees Ten Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	32,600	3,91,200
DA	16,300	1,95,600
HRA	13,040	1,56,480
NPA	-	-
Additional Remuneration	28,060	3,36,720
Gross Salary	**90,000**	**10,80,000**
Total CTC	**90,000**	**10,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Sk. Mohsina

Employee Signature

Date: 15/5/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

Sd- Mohsina

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. <u>Student and Patient Records</u>

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

Dr. Mohsina

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 15/5/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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SDUAHER/KLR/ADMN/ 600 /2025-26 SDUMC/HRM/AL/ 217/2025

16th May, 2025

Dr D R Lakwan Sakthi
S/O Ravindran
2/54, Devanurpudur,
Udumalaipettai Thaluka, Devanurpudur,
Tiruppur, Tamilnadu - 642207
Email ID: lakwansakthi94@gmail.com
Mobile No: 7639356565

Dear Dr Lakwan,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**16th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3474**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

D. P

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

D. R.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

D.R.L.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

D. R

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr D R Lakwan Sakthi)

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

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Annexure - I

Employee Code : C3474
Employee Name : Dr D R Lakwan Sakthi
Effective Date : 16th May, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

D.R.L

Employee Signature **Date:** 16/5/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

D. R.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

D. R.

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature D. R. L. **Date:** 16/5/2025

Witness

1) Name: Signature:

2) Name: Signature:

3)

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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SDUAHER/KLR/ADMN/ 635 /2025-26 SDUMC/HRM/AL/221/2025

19th May, 2025

Dr. Radhika S R
D/O Rajashekhar S H,
#739 Shiva Ganga Krupa,
1st Main Road, Near Shanthinagara Circle,
Hemavathinagara, Hassan, Hassan,
Karnataka -573201
Email ID: radhikashekar468@gmail.com
Mobile No: 9591819146

Dear Dr Radhika,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**OBG**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**19th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3475**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Radhika

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishore Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Dr. D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

(Dr Radhika S R)

Dr. Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : C3475
Employee Name : Dr. Radhika S R
Effective Date : 19th May, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
Dearness Allowance	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additional Allowance	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department

Employee Signature Date:

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/ 673 /2025-26 SDUMC/HRM/AL/225/2025

21st May, 2025

Dr Gaurav Kumar
S/O Davendra Kumar,
366, ram bagh colony, Bijnor,
Bijnor, Uttar Pradesh -246701
Email ID: gouravkumar11417@gmail.com
Mobile No: 7017513518

Dear Dr Gaurav,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Radiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**21st May, 2025**
E.	**Compensation (CTC)**	:	**INR. 18,60,000 p.a (Rupees Eighteen Lakhs Sixty Thousand Only)**
F.	**Employee Code**	:	**C3477**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sdumc.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Tweleve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Gaurav Kumar)

Mr Kishor Raj
Head HR

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103

Dr D V L N Prasad
Chief Administrative Officer

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Annexure - I

Employee Code : C3477
Employee Name : Dr Gaurav Kumar
Effective Date : 21st May, 2025

Your total annual compensation (CTC) will **INR. 18,60,000 p.a.(Rupees Eighteen Lakhs Sixty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	55,000	6,60,000
Gross	**1,55,000**	**18,60,000**
Total CTC	**1,55,000**	**18,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 21/5/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and, its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 21/8/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 672 /2025-26 SDUMC/HRM/AL/ 227 /2025

22nd May, 2025

Dr Arunseth Chirakkal
S/O Chirakkal Sethumadhavan,
Gangothri House, Vallikkapatta P O,
Kottilangadi, Malappuram,
Kerala -679324.
Email ID: carunseth@yahoo.co.in
Mobile No: 8050979747

Dear Dr Arunseth,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Anaesthesiology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**22nd May, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3478**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Arunseth Chirakkal)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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Annexure - I

Employee Code : **C3478**
Employee Name : **Dr Arunseth Chirakkal**
Effective Date : **22nd May, 2025**

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional remuneration	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.
8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision
9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 687 /2025-26 SDUMC/HRM/AL/ 254/2025

23rd May, 2025

Dr Nischitha K L
D/O Lakshmaiah K V,
Tamaka (P), Kolar,
Kolar, Karnataka-563101
Email ID: nischithakl01@gmail.com
Mobile No: 9591710091

Dear Dr Nischitha,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Forensic Medicine**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**23rd May, 2025**
E.	**Compensation (CTC)**	:	**INR.4,80,000 p.a (Rupees Four Lakh Eighty Thousand Only)**
F.	**Employee Code**	:	**C3484**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Nischitha. kl

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

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You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER , during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

Abdulla. K

7. **Confidentiality and Copyright**
   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Nischitha K L)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563 103

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(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232. E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **C3484**
Employee Name : **Dr Nischitha K L**
Effective Date : **23rd May, 2025**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:** 23/5/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

Nadella. K

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Abdulla M

Employee Signature **Date:** 23/5/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

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SDUAHER/KLR/ADMN/ 688 /2025-26 SDUMC/HRM/AL/ 253/2025

23rd May, 2025

Dr Adarsh Reddy N P
Nadupalli, Tamaka (P),
Bangarapet, Kolar,
Karnataka-563101
Email ID: npadarshreddysr@gmail.com
Mobile No: 9353738519

Dear Dr Adarsh,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Tutor**
B.	**Department**	:	**Pharmacology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**23rd May, 2025**
E.	**Compensation (CTC)**	:	**INR.4,80,000 p.a (Rupees Four Lakh Eighty Thousand Only)**
F.	**Employee Code**	:	**C3486**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Adarsh Reddy N P

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

Adarsh Reddy M.P

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER , during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

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a. You will be eligible to receive the compensation as per details in the Annexure.

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c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

Adarsh Reddy M P

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

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b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

Adarsh Reddy M.P

7. **Confidentiality and Copyright**
   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

Adarsh Reddy N.P

(Dr Adarsh Reddy N P)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code	:	**C3486**
Employee Name	:	**Dr Adarsh Reddy N P**
Effective Date	:	**23rd May, 2025**

Your total annual compensation (CTC) will be **INR. 4,80,000 p.a. (Rupees Four Lakhs Eighty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	26667	320004
DA	11200	134400
HRA	2133	25596
Gross	40,000	4,80,000
Total CTC	**40,000**	**4,80,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Adarsh Reddy N P

Employee Signature

Date: 23/05/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and, its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

Adarsh Reddy M P

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

Adarsh Reddy H.P

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Harsh Reddy NP

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448595232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in, Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 732 /2025-26 SDUMC/HRM/AL/ 253 /2025

26th May,2025

Dr Mamatha C N
D/O C Narayana Swamy
#128, Ward No 13,
R V Garden, Pete Chamana Halli,
Kolar PO, Kolar,
Karnataka -563101.
Email ID: mamthagowda0325@gmail.com
Mobile No: 8861579394

Dear Dr Mamatha,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	Designation	:	**Senior Resident**
B.	Department	:	**Dermatology**
C.	Location	:	**Tamaka, Kolar**
D.	Date of Joining	:	**26th May, 2025**
E.	Compensation (CTC)	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	Employee Code	:	**C3488**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. **Key Result Areas:**

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. **Date of Commencement and Working Hours:**

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. **Other Benefits**

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishore Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Mamatha C N)

Dr. Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

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(A Deemed to be University declared under Section 3 of UGC Act 1956)

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Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in, Website: www.sduaher.ac.in

Annexure - I

Employee Code	:	C3488
Employee Name	:	Dr. Mamatha C N
Effective Date	:	26th May, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Tweleve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
Dearness Allowance	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additional Allowance	26,445	3,17,340
Gross	1,00,000	12,00,000
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. <u>Student and Patient Records</u>

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 756 /2025-26 SDUMC/HRM/AL/265/2025

28th May, 2025

Dr Bhavanam Anurag
S/O Kotireddy,
1-597, Addanki Road,
Darsi, Prakasam,
Andhra Pradesh -523247
Mobile No: 7353190775

Dear Dr Anurag,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**General Surgery**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**28th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Rupees Tweleve Lakhs Only)**
F.	**Employee Code**	:	**C3489**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

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You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

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Your appointment with **Sri Devraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30)** Days notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90)** Days notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. **Other Benefits**

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b You will keep the Medical College informed of any change in your residential address or in your civil status.

c You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Medical College of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Medical College of Higher Education and Research**

Agreed and accepted

(**Dr Bhavanam Anurag**)

Mr. Kishor Raj
HR Head

Dr Muninarayana C
Registrar

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(A Deemed to be University declared under Section 3 of UGC Act 1956)

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Annexure - I

Employee Code	:	C3489
Employee Name	:	Dr Bhavanam Anurag
Effective Date	:	28th May, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Rupees Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33450	4,01,400
DA	16725	2,00,700
HRA	13380	1,60,560
NPA	10000	1,20,000
Additonal Remuneration	26,445	3,17,340
Gross	**1,00,000**	**12,00,000**
Total CTC	**1,00,000**	**12,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 28/05/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Medical College of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Medical College"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. Student and Patient Records

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date:

Witness

1) Name: Signature:

2) Name Signature:

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SDUAHER/KLR/ADMN/ 976 /2025-26 SDUAHER/HRM/AL/270/2025

30th May, 2025

Mr Akhilesh Kumar N
S/O R Narayana Swamy
#325, 4th cross,
Near Gangamma Temple,
Ambedkar Nagar, Kolar,
Karnataka -563101
Email ID: aknotes2491@gmail.com
Mobile No: 6360697372

Dear Akhilesh,

Sub: Letter of Appointment

We welcome you to **Sri Devaraj Urs Academy of Higher Education and Research**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Assistant Professor**
B.	**Department**	:	**R L Jalappa College of Pharmacy**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**30th May, 2025**
E.	**Compensation (CTC)**	:	**INR. 3,60,000 p.a (Rupees Three Lakhs Sixty Thousand only)**
F.	**Employee Code**	:	**C3491**

1. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Akhilesh Kumar. N.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. **Key Result Areas:**

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. **Date of Commencement and Working Hours:**

Your appointment with **R L Jallappa College of Pharmacy** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

Ashalatha Kumar.N

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. **Other Benefits**

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

Ashilesh Kumar N

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr. Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Mr.Akhilesh Kumar N)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

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Annexure - I

Employee Code	:	C3491
Employee Name	:	Mr. Akhilesh Kumar N
Effective Date	:	30th May, 2025

Your total annual compensation (CTC) will be **INR. 3,60,000 p.a.**(Rupees Three Lakhs Sixty Thousand Only) Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	20,000	2,40,000
DA	4,000	48,000
HRA	2,000	24,000
Additional Remuneration	4,000	48,000
Gross	**30,000**	**3,60,000**
Total CTC	**30,000**	**3,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Akhilesh Kumar N

Employee Signature

Date: 30/05/2025

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. Academy Intellectual Property

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not

Alakhendra Kumar A

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

2. Student and Patient Records

a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision.

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute,

Abdulkareem A

unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature

Date: 30/05/2025

Witness

1) Name: Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ 974/2025-26 SDUMC/HRM/AL/271/2025

30th May, 2025

Dr. Syed Faizan
C/O Syed Mukthar Ahmad
38/2, Berlie Street,
Shanthinagar,Langford Town,
Bangalore North,
Museum Road PO,
Bangalore, Karnataka -560025
Email Id: drsyedfaizan92@gmail.com
Mobile No - 9980196513

Dear Dr Syed,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions.

A.	Designation	:	Assistant Professor
B.	Department	:	Surgical Oncology
C.	Location	:	Tamaka, Kolar
D.	Date of Joining	:	30th May, 2025
E.	Compensation (CTC)	:	INR. 30,00,000 p.a. (Rupees Thirty Lakhs Only)
F.	Employee Code	:	C3492

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

Syed Faizan

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

Syed Jaffar

2. **Key Result Areas:**

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. **Date of Commencement and Working Hours:**

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety(90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the Service Rules of SDUAHER, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

Syed Jaffar

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Medical College including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

Syed Jafar

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Syed Faizan)

Syed Faizan

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

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Annexure - I

Employee Code : C3492
Employee Name : Dr Syed Faizan
Effective Date : 30th May, 2025

Your total annual compensation (CTC) will INR. **30,00,000 p.a.(Rupees Thirty Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	45,800	5,49,600
DA	22,900	2,74,800
HRA	18,320	2,19,840
NPA	10,000	1,20,000
Additional Remuneration	92,980	11,15,760
Special Allowance	60,000	7,20,000
Gross	**2,50,000**	**30,00,000**
Total CTC	**2,50,000**	**30,00,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Syed Faizan

Date: 30/5/2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Medical College, I agree to the following:

1. Medical College Intellectual Property

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College,

Syed Jafar

including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. Student and Patient Records

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.
4. During the course of my employment with the Medical College and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

Syed Tajzam

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision.

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the

absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Syed Faizan

Employee Signature

Date: 30/5/2025

Witness

1) Name: Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/3853/2024-25 SDUMC/HRM/AL/1689 /2025

7th March, 2025

Dr Lakshmi Nalla
357,1st Ward,hulkihali camp,
hulkihal, koppal,
karnataka-583282
Email ID: lakshminalla1510@gmail.com
Mobile No: 8296244129.

Dear Dr Lakshmi,

Sub: Letter of Appointment.

We welcome you to **Sri Devaraj Urs Medical College**. We believe that you will be a valuable addition to the Medical College team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Senior Resident**
B.	**Department**	:	**Obstetrics & Gynaecology**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**7th March, 2025**
E.	**Compensation (CTC)**	:	**INR. 12,00,000 p.a (Twelve Lakhs Only)**
F.	**Employee Code**	:	**C3399**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Medical College's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Medical College reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Medical College, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Medical College are found to be false or misleading, or your work performance falls short of the minimum standards required by the Medical College, the Medical College shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Medical College website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Medical College, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Medical College at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Medical College. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Medical College has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Medical College.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **Sri Devaraj Urs Medical College** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Medical College may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Medical College may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Medical College would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Medical College giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Medical College reserves the right to terminate your service on giving a **Ninety (90) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Medical College on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Medical College. In case you leave the employment of the Medical College without serving the prescribed notice, the Medical College will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Medical College or Medical College's property if any, and also to the extent of any advance made to you by the Medical College.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Medical College reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Medical College will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Medical College may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Medical College issued to you by the office and the same in your custody. The Medical College shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Medical College's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Medical College's discretion.

c. Your compensation will be reviewed periodically as per the Medical College's policy. Changes in your compensation are carried out at the sole discretion of the Medical College and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Medical College policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Medical College.

c. Participation in the Medical College Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Medical College medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Medical College objectives.

b. You will keep the Medical College informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Medical College, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Medical College / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Medical College's work for which you will be reimbursed travel expenses as per the Medical College policy applicable to your category of employees.

e. All employees of the Medical College are required to ensure integrity in all aspects of the functioning an operations. You are expected to comply with all the Service Rules and policies of the Medical College including th Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Medical College which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Medical College.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Agreed and accepted

(Dr Lakshmi Nalla)

Mr Kishor Raj
Head HR

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Adminstrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : C3399
Employee Name : Dr Lakshmi Nalla
Effective Date : 7th March, 2025

Your total annual compensation (CTC) will be **INR. 12,00,000 p.a. (Twelve Lakhs Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	33,450	4,01,400
DA	16,725	2,00,700
HRA	13,380	1,60,560
NPA	10,000	1,20,000
Additional Remuneration	26,445	3,17,340
Special Allowance	-	-
Gross Salary	1,00,000	12,00,000

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Medical College. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Medical College.

Employee Signature

Date: 7/3/25

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Medical College Intellectual Property**

a. During the course of my employment with the Medical College, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Medical College. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Medical College. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Medical College.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Medical College shall vest with and remain with the Medical College, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Medical College all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Medical College may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Medical College, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Medical College.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Medical College in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Medical College all documents or papers that may be requested by the Medical College to enable the Medical College or Patients of the Medical College to create, establish, publish or protect said intellectual property rights.

e. If requested by the Medical College, I agree to promptly return to the Medical College all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Medical College, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Medical College.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Medical College or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Medical College and I undertake to maintain the confidentiality of all information pertaining to the Medical College, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Medical College in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Medical College I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related t network security both at the Medical College. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Medical College.

3. I represent and warrant to the Medical College that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Medical College. Additionally, I agree that I will not reveal to the Medical College, or otherwise utilize in my employment with the Medical College, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Medical College and for a period of Eighteen Months thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Medical College. The Medical College considers knowledge about its employees, their skills, and the type of work they have done while employed at the Medical College to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Medical College, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Medical College is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts c Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Medical College shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Medical College or to the purchaser of any of the assets of the Medical College.

10. I understand that the Medical College may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Medical College may also, at its discretion, terminate my employment with the Medical College. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Medical College in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 7/3/25

Witness

1) Name: Dr Ajitha Signature:

2) Name: Dr Madhuja Signature:

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SDUAHER/KLR/ADMN/ 1577 /2024-25 RLJHRC/HRM/AL/ 600 /2024

6th August, 2024

Dr Nishima Ranjan
Chandauti More,
Magadh Colony, Near Pyara Palace,
Gaya, Bihar - 823001.
Mobile No: 8549048035
Email Id: drnishimaranjansingh@gmail.com

Dear Dr Nishima,

Sub: Letter of Appointment

We welcome you to **R L Jalappa Hospital and Research Centre**. We believe that you will be a valuable addition to the Hospital team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Casualty Medical Officer**
B.	**Department**	:	**RLJHRC**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**6th August, 2024**
E.	**Compensation (CTC)**	:	**INR. 6,60,000 p.a (Rupees Six Lakhs Sixty Thousand Only)**
F.	**Employee Code**	:	**H3900**

- **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Hospital's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Hospital reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Hospital, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Hospital are found to be false or misleading, or your work performance falls short of the minimum standards required by the Hospital, the Hospital shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Nishima Ranjan

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Hospital website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Hospital, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Hospital at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Hospital. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Hospital has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Hospital.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **R L Jalappa Hospital and Reseach Centre** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

Nishima Ranjan

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Hospital may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Hospital may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Hospital would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Hospital giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Hospital reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Hospital on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Hospital. In case you leave the employment of the Hospital without serving the prescribed notice, the Hospital will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Hospital or Hospital's property if any, and also to the extent of any advance made to you by the Hospital.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Hospital reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Hospital will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Hospital may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Hospital issued to you by the office and the same in your custody. The Hospital shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Hospital's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Hospital's discretion.

c. Your compensation will be reviewed periodically as per the Hospital's policy. Changes in your compensation are carried out at the sole discretion of the Hospital and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

Nishima Ranjan

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Hospital policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Hospital.

c. Participation in the Hospital Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Hospital medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Hospital objectives.

b. You will keep the Hospital informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Hospital, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Hospital / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Hospital's work for which you will be reimbursed travel expenses as per the Hospital policy applicable to your category of employees.

e. All employees of the Hospital are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Hospital including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Hospital which may be in your use, custody or charge.

7. Confidentiality and Copyright

Vishwa Ranjan

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Hospital.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

6/8/2024

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

Agreed and accepted

Nishima Ranjan

(Dr Nishima Ranjan)

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Ph: 918152-243003, +91 9448395232, E-mail – registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code	:	**H3900**
Employee Name	:	**Dr Nishima Ranjan**
Effective Date	:	**06th August, 2024**

Your total annual compensation (CTC) will be **INR. 6,60,000 p.a.(Rupees Six Lakhs Sixty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	25,200	3,02,400
DA	12,600	1,51,200
HRA	10,080	1,20,960
Additional Remuneration	7,120	85,440
Gross	55,000	6,60,000
Total CTC	**55,000**	**6,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Hospital. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Hospital.

Nishima Ranjan

Employee Signature

06/08/24.

Date:

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Medical College and my receipt of the compensation now and hereafter paid to me by the Hospital, I agree to the following:

1. **Hospital Intellectual Property**

a. During the course of my employment with the Hospital, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Hospital. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Hospital. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Hospital.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Hospital shall vest with and remain with the Hospital, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Hospital all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Hospital may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Hospital, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Hospital.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Hospital in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Hospital all documents or papers that may be requested by the Hospital to enable the Hospital or Patients of the Hospital to create, establish, publish or protect said intellectual property rights.

e. If requested by the Hospital, I agree to promptly return to the Hospital all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Hospital, including, but not

Vishwa Ranjan

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Hospital.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Hospital or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Hospital and I undertake to maintain the confidentiality of all information pertaining to the Hospital, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Hospital in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Hospital I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Hospital. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Hospital.

3. I represent and warrant to the Hospital that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Hospital. Additionally, I agree that I will not reveal to the Hospital, or otherwise utilize in my employment with the Hospital, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Hospital and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Hospital. The Hospital considers knowledge about its employees, their skills, and the type of work they have done while employed at the Hospital to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Hospital, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Hospital is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Hospital shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Hospital or to the purchaser of any of the assets of the Hospital.

10. I understand that the Hospital may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Hospital may also, at its discretion, terminate my employment with the Hospital. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Hospital in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

1. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature Varishima Ranjan **Date:** 06/8/24

Witness

1) Name: Prakash Signature:

2) Name: Signature:

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

[Constituent unit of Sri Devaraj Urs Educational Trust for Backward Classes (Regd.)]

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SDUAHER/KLR/ADMN/2973 /2024-25 RLJHRC/HRM/AL/1088/2024

20th November, 2024

Dr Karthi Keyan E S
D No 3-73, Sanlinayanapalli,
Krishnagiri, Tamil Nadu – 635104.
Mobile No: 8277057485
Email ID: karthipavi71@gmail.com

Dear Dr Karthi Keyan,

Sub: Letter of Appointment

We welcome you to **R L Jalappa Hospital and Research Centre**. We believe that you will be a valuable addition to the Hospital team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**Casualty Medical Officer**
B.	**Department**	:	**Mobile Health Clinic (RLJH&RC)**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**8th November, 2024**
E.	**Compensation (CTC)**	:	**INR. 6,60,000 p.a (Rupees Six Lakhs Sixty Thousand Only)**
F.	**Employee Code**	:	**H3948**

1. **General Terms and Conditions**

This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Hospital's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Hospital reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Hospital, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Hospital are found to be false or misleading, or your work performance falls short of the minimum standards required by the Hospital, the Hospital shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Hospital website

(https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Hospital, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Hospital at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Hospital. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Hospital has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Hospital.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **R L Jalappa Hospital and Research Centre** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Hospital may confirm your services based on satisfactory performance during the probation period. In case your

performance is found unsatisfactory during the probation period, the Hospital may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Hospital would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Hospital giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Hospital reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Hospital on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Hospital. In case you leave the employment of the Hospital without serving the prescribed notice, the Hospital will have the right to recover an amount equivalent to one months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Hospital or Hospital's property if any, and also to the extent of any advance made to you by the Hospital.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Hospital reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Hospital will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Hospital may terminate your employment immediately.

On termination of your employment, you shall return to the office all articles of the Hospital issued to you by the office and the same in your custody. The Hospital shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Hospital's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Hospital's discretion.

c. Your compensation will be reviewed periodically as per the Hospital's policy. Changes in your compensation are carried out at the sole discretion of the Hospital and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Hospital policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Hospital.

c. Participation in the Hospital Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Hospital medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Hospital objectives.

b. You will keep the Hospital informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Hospital, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Hospital / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Hospital's work for which you will be reimbursed travel expenses as per the Hospital policy applicable to your category of employees.

e. All employees of the Hospital are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Hospital including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Hospital which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Hospital.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Dr Karthi Keyan E S)

Dr D V L N Prasad
Chief Administartive Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code : **H3948**
Employee Name : **Dr Karthi Keyan E S**
Effective Date : **8th November, 2024**

Your total annual compensation (CTC) will be **INR. 6,60,000 p.a. (Rupees Six Lakhs Sixty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	25,200	3,02,400
DA	12,600	1,51,200
HRA	10,080	1,20,960
Additional Remuneration	7,120	85,440
Gross	55,000	6,60,000
Total CTC	**55,000**	**6,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Hospital. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Hospital.

Employee Signature

Date: 20/11/2024

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Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with Sri Devaraj Urs Academy of Higher Education and Research and. its subsidiaries, affiliates, successors or assigns (together the " Hospital, University and Academy"), and in consideration of my employment with the Hospital and my receipt of the compensation now and hereafter paid to me by the Hospital, I agree to the following:

1. **Hospital Intellectual Property**

a. During the course of my employment with the Hospital, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Hospital. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Hospital. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Hospital.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Hospital shall vest with and remain with the Hospital, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Hospital all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Hospital may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Hospital, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Hospital.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Hospital in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Hospital all documents or papers that may be requested by the Hospital to enable the Hospital or Patients of the Hospital to create, establish, publish or protect said intellectual property rights.

e. If requested by the Hospital, I agree to promptly return to the Hospital all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Hospital, including, but not

limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Hospital.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Hospital or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Hospital and I undertake to maintain the confidentiality of all information pertaining to the Hospital, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Hospital in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Hospital I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Hospital. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Hospital.

3. I represent and warrant to the Hospital that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Hospital. Additionally, I agree that I will not reveal to the Hospital, or otherwise utilize in my employment with the Hospital, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Hospital and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Hospital. The Hospital considers knowledge about its employees, their skills, and the type of work they have done while employed at the Hospital to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Hospital, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Hospital is a breach of my obligations under my Employee Agreement.
5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.
6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.
7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Hospital shall, however, have the absolute,

unfettered right to assign this Agreement to a successor in interest to the Hospital or to the purchaser of any of the assets of the Hospital.

10. I understand that the Hospital may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Hospital may also, at its discretion, terminate my employment with the Hospital. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Hospital in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:** 20/11/24

Witness

1) Name: Rakesha Signature:

2) Name: Signature:

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SDUAHER/KLR/ADMN/ 113 /2025-26 RLJHRC/HRM/AL/ 29 /2025

9th April, 2025

Ms S R Anusha
D/o S M Ravishankar
Seekallu, Chikkaballapur,
Kolar, Karnataka - 563125
Mobile No: 6362492527.

Dear Anusha,

Sub: Letter of Appointment.

We welcome you to **R L Jalappa Hospital and Research Centre.** We believe that you will be a valuable addition to the Hospital team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**MRD Technician**
B.	**Department**	:	**Medical Records**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**9th April, 2025**
E.	**Compensation (CTC)**	:	**INR. 2,05,896 p.a. (Rupees Two lakh Five Thousand Eight Hundred and Ninety Six Only)**
F.	**Employee Code**	:	**H4064**

I. **General Terms and Conditions**

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Hospital's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Hospital reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Hospital, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Hospital are found to be false or misleading, or your work performance falls short of the minimum standards required by the Hospital, the Hospital shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Anusha.S.R

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Hospital, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Hospital at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Hospital. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Hospital has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Hospital.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **R L Jalappa Hospital and Research Centre** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

Anusha. S.R

4. Probation and Notice Period

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Hospital may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Hospital may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Hospital would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Hospital giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Hospital reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Hospital on giving Thirty Days notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Hospital. In case you leave the employment of the Hospital without serving the prescribed notice, the Hospital will have the right to recover an amount equivalent to Thirty Days salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Hospital or Hospital's property if any, and also to the extent of any advance made to you by the Hospital.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Hospital reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Hospital will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Hospital may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Hospital issued to you by the office and the same in your custody. The Hospital shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Hospital's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Hospital's discretion.

Anusha. S. R

c. Your compensation will be reviewed periodically as per the Hospital's policy. Changes in your compensation are carried out at the sole discretion of the Hospital and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Hospital policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Hospital.

c. Participation in the Hospital Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Hospital medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results tha meet Hospital objectives.

b. You will keep the Hospital informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Hospital, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Hospital / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Hospital's work for which you will be reimbursed travel expenses as per the Hospital policy applicable to your category of employees.

e. All employees of the Hospital are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Hospital including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

Anusha. S.R

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Hospital which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Hospital.

Welcome to R L Jalappa Hospital and Research Centre and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Agreed and accepted

(S R Anusha)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher Education and Research
Tamaka, Kolar-563103

Anusha. S. R

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(A Deemed to be University declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

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Ph: 918152-243003, +91 9448395232, E-mail - registrar@sduaher.ac.in / office@sduaher.ac.in. Website: www.sduaher.ac.in

Annexure - I

Employee Code : **H4064**
Employee Name : **Ms S R Anusha**
Effective Date : **9th April, 2025**

Your total annual compensation (CTC) will **INR. 2,05,896 p.a.(Rupees Two lakh Five Thousand Eight Hundred and Ninety Six Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	13,645	1,63,740
Dearness Allowance	1,114	13,368
Gross (A)	**14,759**	**1,77,108**
Employer PF Contibution	1,919	23,028
Employer ESI Contibution	480	5,760
Total (B)	**2,399**	**28,788**
Total CTC (A+B)	**17,158**	**2,05,896**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Hospital. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay wi" not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Hospital.

Employee Signature **Date:**

Anusha.S.R

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with R L Jalappa Hospital and Research Centre and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Hospital"), and in consideration of my employment with the Hospital and my receipt of the compensation now and hereafter paid to me by the Hospital, I agree to the following:

1. **Hospital Intellectual Property**

a. During the course of my employment with the Hospital, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Hospital. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Hospital. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Hospital.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Hospital shall vest with and remain with the Hospital, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Hospital all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Hospital may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Hospital, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Hospital.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Hospital in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Hospital all documents or papers that may be requested by the Hospital to enable the Hospital or Patients of the Hospital to create, establish, publish or protect said intellectual property rights.

Anusha. S. R

e. If requested by the Hospital, I agree to promptly return to the Hospital all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Hospital, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Hospital.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Hospital or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Hospital and I undertake to maintain the confidentiality of all information pertaining to the Hospital, its intellectual property including methodologies, processes and know how and its business activities and agree to be bound by any other obligations owed to the Hospital i respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Hospital I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Hospital. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Hospital.

3. I represent and warrant to the Hospital that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Hospital. Additionally, I agree that I will not reveal to the Hospital, or otherwise utilize in my employment with the Hospital, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Hospital and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Hospital. The Hospital considers knowledge about its employees, their skills, and the type of work they have done while employed at the Hospital to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Hospital, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Hospital is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

Anusha. S.R

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Hospital shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Hospital or to the purchaser of any of the assets of the Hospital.

10. I understand that the Hospital may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Hospital may also, at its discretion, terminate my employment with the Hospital. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Hospital in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Employee Signature **Date:**

Witness

1) Name: Signature:

2) Name: Signature:

Anusha.S.R

Anusha. S. R

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SDUAHER/KLR/ADMN/ 199 /2025-26 RLJHRC/HRM/AL/ 79 /2025

21st April, 2025

Mr Maruthesha
S/o Kariyappa
Near Laxmidevi Temple Mukkunda,
Sindhanur, Raichur, Karnataka - 584128
Mobile No: 7676627841.

Dear Maruthesha,

Sub: Letter of Appointment.

We welcome you to **R L Jalappa Hospital and Research Centre.** We believe that you will be a valuable addition to the Hospital team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	**Designation**	:	**MRD Technician**
B.	**Department**	:	**Medical Records**
C.	**Location**	:	**Tamaka, Kolar**
D.	**Date of Joining**	:	**21st April, 2025**
E.	**Compensation (CTC)**	:	**INR. 2,05,896 p.a. (Rupees Two lakh Five Thousand Eight Hundred and Ninety Six Only)**
F.	**Employee Code**	:	**H4076**

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Hospital's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Hospital reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Hospital, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Hospital are found to be false or misleading, or your work performance falls short of the minimum standards required by the Hospital, the Hospital shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Maruthi

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduaher.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer**: You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Hospital, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement**: You shall retire from the services of the Hospital at the end of the month in which you attains the age of **60 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Hospital. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Hospital has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Hospital.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with **R L Jalappa Hospital and Research Centre** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

Maruti

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Hospital may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Hospital may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Hospital would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Hospital giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Hospital reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Hospital on giving Thirty Days notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Hospital. In case you leave the employment of the Hospital without serving the prescribed notice, the Hospital will have the right to recover an amount equivalent to Thirty Days salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Hospital or Hospital's property if any, and also to the extent of any advance made to you by the Hospital.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Hospital reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Hospital will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Hospital may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Hospital issued to you by the office and the same in your custody. The Hospital shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Hospital's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Hospital's discretion.

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c. Your compensation will be reviewed periodically as per the Hospital's policy. Changes in your compensation are carried out at the sole discretion of the Hospital and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Hospital policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Hospital.

c. Participation in the Hospital Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Hospital medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results tha meet Hospital objectives.

b. You will keep the Hospital informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Hospital, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Hospital / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Hospital's work for which you will be reimbursed travel expenses as per the Hospital policy applicable to your category of employees.

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f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

Maruti

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Hospital which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Hospital.

Welcome to R L Jalappa Hospital and Research Centre and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Mr Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Maruthesha)

Dr Muninarayana C
Registrar

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Dr D V L N Prasad
Chief Administrative Officer

Chief Administrative Officer
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar-563103

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Annexure - I

Employee Code	:	**H4076**
Employee Name	:	**Mr Maruthesha**
Effective Date	:	**21st April, 2025**

Your total annual compensation (CTC) will **INR. 2,05,896 p.a.(Rupees Two lakh Five Thousand Eight Hundred and Ninety Six Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	13,645	1,63,740
Dearness Allowance	1,114	13,368
Gross (A)	**14,759**	**1,77,108**
Employer PF Contibution	1,919	23,028
Employer ESI Contibution	480	5,760
Total (B)	**2,399**	**28,788**
Total CTC (A+B)	**17,158**	**2,05,896**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Hospital. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay wil' not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Hospital.

Maruth

Employee Signature

Date: 21-04-2025

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with R L Jalappa Hospital and Research Centre and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Hospital"), and in consideration of my employment with the Hospital and my receipt of the compensation now and hereafter paid to me by the Hospital, I agree to the following:

1. **Hospital Intellectual Property**

a. During the course of my employment with the Hospital, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Hospital. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Hospital. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Hospital.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Hospital shall vest with and remain with the Hospital, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Hospital all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Hospital may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Hospital, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Hospital.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Hospital in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Hospital all documents or papers that may be requested by the Hospital to enable the Hospital or Patients of the Hospital to create, establish, publish or protect said intellectual property rights.

Meereth

e. If requested by the Hospital, I agree to promptly return to the Hospital all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Hospital, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Hospital.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Hospital or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Hospital and I undertake to maintain the confidentiality of all information pertaining to the Hospital, its intellectual property including methodologies, processes and know how and its business activities and agree to be bound by any other obligations owed to the Hospital in respect of third parties.

2. **Student and Patient Records**

a. During the course of my employment with the Hospital I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Hospital. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Hospital.

3. I represent and warrant to the Hospital that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Hospital. Additionally, I agree that I will not reveal to the Hospital, or otherwise utilize in my employment with the Hospital, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Hospital and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Hospital. The Hospital considers knowledge about its employees, their skills, and the type of work they have done while employed at the Hospital to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Hospital, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Hospital is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

Naveen

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Hospital shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Hospital or to the purchaser of any of the assets of the Hospital.

10. I understand that the Hospital may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Hospital may also, at its discretion, terminate my employment with the Hospital. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Hospital in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

12. In the Employment Tenure you will be reporting to the concerned Head of the Department.

Maruti

Employee Signature **Date:** 21-04-2025

Witness

1) Name: Signature:

2) Name: Signature:

Sri Devaraj Urs Academy of Higher Education & Research

Comprising Sri Devaraj Urs Medical College

A Deemed to be University

Declared under Section 3 of UGC Act, 1956, MHRD GOI No.F.9-36/2006-U.3(A) Dt. 25th May 2007

Tamaka, Kolar - 563 101, Karnataka, India

Ph: 08152-243003, 210604, 210605, Fax: 08152-243008, E-mail: registrar@sduu.ac.in/office@sduu.ac.in website: www.sduu.ac.in

SDUAHER/KLR/ADMN/ 963 /2025-26 RLJHRC/HRM/AL/268/2025

29th May, 2025

Dr Anusha Reddy N
D/O P Narayana Reddy,
No 5103, Ward No 12,
Behind R K N Mill, Bangarpet,
Deshihalli, Kolar,
Karnataka -563162
Email ID: anu2906reddy@gmail.com
Mobile No: 8277414156

Dear Dr Anusha,

Sub: Letter of Appointment

We welcome you to **R L Jalappa Hospital and Research Centre**. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A.	Designation	:	Lady Medical Officer
B.	Department	:	Community Medicine (UHTC)
C.	Location	:	Tamaka, Kolar
D.	Date of Joining	:	29th May, 2025
E.	Compensation (CTC)	:	INR. 6,60,000 p.a (Rupees Six Lakhs Sixty Thousand Only)
F.	Employee Code	:	H4100

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. 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 employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

Reddy N

d. Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.

f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. **Key Result Areas:**

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. **Date of Commencement and Working Hours:**

Your appointment with **R L Jalappa Hospital and Research Centre** will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. **Probation and Notice Period**

a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

b. After confirmation, the Academy reserves the right to terminate your service on giving a **Ninety (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.

c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.

d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.

e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. **Compensation**

a. You will be eligible to receive the compensation as per details in the Annexure.

b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.

c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. **Other Benefits**

You will be entitled to the following as per Academy policies:

a. Leave and Holidays as applicable below to your category of employees and location

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.

c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.

e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.

b. You will keep the Academy informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.

e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. **Confidentiality and Copyright**

   You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as **Annexure - II** which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.

9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.

For **Sri Devaraj Urs Academy of Higher Education and Research**

Kishor Raj
Head HR

Head
Human Resource Management
SDUAHER, Tamaka, Kolar

Agreed and accepted

(Dr Anusha Reddy N)

Dr Muninarayan C
Registrar

Sri Devaraj Urs Academy of Higher Education & Research

Comprising Sri Devaraj Urs Medical College

A Deemed to be University

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Annexure - I

Employee Code : H4100
Employee Name : Dr Anusha Reddy N
Effective Date : 29th May, 2025

Your total annual compensation (CTC) will be **INR. 6,60,000 p.a. (Rupees Six Lakhs Sixty Thousand Only)** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under.

Components	In INR p.m.	In INR p.a.
Basic	25,200	3,02,400
DA	12,600	1,51,200
HRA	10,080	1,20,960
Additional Remuneration	7,120	85,440
Gross	**55,000**	**6,60,000**
Total CTC	**55,000**	**6,60,000**

You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Academy. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. **Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.**

****

I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Academy.

Employee Signature **Date:**

Annexure - II

CONFIDENTIAL INFORMATION, INTELLECTUAL PROPERTY RIGHTS AND NON-COMPETE AGREEMENT

As a condition of my employment with **R L Jalappa Hospital and Research Centre** Research and its subsidiaries, affiliates, successors or assigns (together the " Medical College, University and Academy"), and in consideration of my employment with the Academy and my receipt of the compensation now and hereafter paid to me by the Academy, I agree to the following:

1. **Academy Intellectual Property**

a. During the course of my employment with the Academy, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, patients, vendors, their present and future requirements, pricing and other commercial information, terms and conditions of contracts and transactions between the patients and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas and systems that relate to the business and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Academy. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Academy. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Academy.

b. I further agree that all copyright, ownership and intellectual property rights in any work of any nature carried out by me during the course of my employment with the Academy shall vest with and remain with the Academy, or the Vendor as the case may be. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a Work Made for Hire, I agree to and do hereby assign to Academy all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights. I further acknowledge and agree that the Academy may, in its sole discretion, assign to third parties all such intellectual property rights.

c. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Academy, Patients or vendors as may be the case. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Academy.

d. Both during the term of this Agreement and thereafter, I agree to fully cooperate with Academy in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Academy all documents or papers that may be requested by the Academy to enable the Academy or Patients of the Academy to create, establish, publish or protect said intellectual property rights.

e. If requested by the Academy, I agree to promptly return to the Academy all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Academy, including, but not limited to, all Confidential Information, all of which I recognize is the sole and exclusive property of the Academy.

f. I declare that as of today, I am not a member of the Board of Directors, a partner or employee, nor do I hold any other office, in any other Academy or body corporate whether organized for profit or not. In the event that I am permitted to hold any office, whether for profit or otherwise in such organization, I shall immediately inform the Academy and I undertake to maintain the confidentiality of all information pertaining to the Academy, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Academy in respect of third parties.

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a. During the course of my employment with the Academy I may be asked to work on specific project/projects of relating to Student / Patient information. I agree that during such assignments I will fully, comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed.

b. I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Academy. I shall adhere to the specific security measures unequivocally and to the satisfaction of the Academy.

3. I represent and warrant to the Academy that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this Agreement or otherwise be employed by the Academy. Additionally, I agree that I will not reveal to the Academy, or otherwise utilize in my employment with the Academy, any proprietary trade secrets or confidential information of any previous employer.

4. During the course of my employment with the Academy and for a period of one year thereafter, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Academy. The Academy considers knowledge about its employees, their skills, and the type of work they have done while employed at the Academy to be confidential information, as covered under my Employee Agreement. I acknowledge that on separation from the Academy, soliciting, directly or indirectly, the employment or services of any person(s) employed by the Academy is a breach of my obligations under my Employee Agreement.

5. This Agreement shall be governed by the laws of India. All disputes hereunder shall be resolved in the courts of Kolar. The parties consent to the jurisdiction of such courts, agree to accept service of process by mail, and waive any jurisdictional or venue defenses otherwise available.

6. This Agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and assigns.

7. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this Agreement.

8. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the Agreement. Such provision shall be replaced by a equivalent provisions which have the nearest permissible economic benefit to such unenforceable provision

9. This Agreement and the rights and obligations there-under are personal with respect to Employee and may not be assigned by any act of Employee or by operation of law. The Academy shall, however, have the absolute, unfettered right to assign this Agreement to a successor in interest to the Academy or to the purchaser of any of the assets of the Academy.

10. I understand that the Academy may initiate appropriate legal action against me for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and attorney fees. The Academy may also, at its discretion, terminate my employment with the Academy. In the event of a breach of any of the terms and conditions described above, I agree to indemnify, defend and hold harmless, the Academy in respect of any claims, actions, proceedings and the like that may be instituted in any court or other judicial body as a result.

11. This Agreement constitutes the entire Agreement, and supersedes all other previous Agreements. It can only be modified by an agreement in writing and signed by the parties hereto.

Employee Signature Date:

Witness

1) Name: Signature:

2) Name: Signature: