



NC Media Networks Pvt Ltd

Date: _____

Dear _____,

1. On behalf of NC Media Networks Pvt Ltd (“NCMN” or “the Company”) , we are pleased to offer you the position of _____. The employment terms contained in this letter are subject to Company Policy. The location of your initial reporting will be _____, **India** and your date of joining would be _____. Your supervisor will be _____.

2. Salary and Benefits

We are pleased to offer you an annual fixed compensation of **INR _____ (In Figures)**. The break-up of your annual potential compensation is enclosed with this letter as **Annexure I**. All applicable taxes, including taxes levied on the remuneration, benefits/ perquisite payable to you by the Company, statutory contributions made on your behalf by the Company shall be borne and paid by you.

3. If any information furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, the Company shall be entitled to terminate this contract without giving any notice.

4. This contract of employment is terminable by either party by giving one-month notice to the other party, without assigning any reasons thereof. The Company reserves the right to pay or recover up to one fixed salary in lieu of notice. Upon acceptance of the notice of termination, you will return to the Company all books, materials, documents, drawings, data or records belonging to the Company or any of its affiliates or customers and you shall not make or retain any copy thereof.

5. As a Full-time associate of NCMN, you are not permitted to undertake any other business, assume any public office, honorary or remunerative, without the written permission of NCMN.

6. Your work in the Company will be subjected to the rules and regulations of the Company, as promulgated and modified from time to time in relation to your conduct, discipline and other matters.

Regd. Address: Unit No-301, Plot No. 9, Third Floor, Sector 6, LSC-3, Near DAV School,
Dwarka, New Delhi, 110075



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7. You agree and acknowledge that the Company (through its authorized representative) and you may sign this contract of employment using an electronic signature or handwritten ink signature to indicate acceptance of the terms and conditions of this contract of employment by both parties, i.e., the Company and you. In addition to the above, all such other rules and regulations as may be in operation at the time of your accepting the offer with the Company as may be amended or altered from time to time at the discretion of the Company will also apply to you. All the aforesaid rules and regulations shall be duly communicated to you as and when they become applicable.

8. Your employment shall be governed by and construed in accordance with the laws of India and the courts of Delhi shall have jurisdiction, to the exclusion of any other Courts that may have jurisdiction to decide any dispute arising from or in connection with your employment with the Company or any of the terms and conditions of your employment with the Company.

9. You will be bound by our rules on the number of working days and leave policy as specified or notified to you. The Company works from Monday to Saturday, 10AM to 7PM. You will be entitled to 30 leaves in a year, 12 sick leave and 18 casual leave.

10. By accepting this offer for employment, you undertake to maintain full secrecy and confidentiality of the company's operations and trade secrets. Breach of confidentiality shall lead to immediate termination.

11. By accepting this offer for employment, you agree to share your PAN and AADHAR number with the company and will give copies of the same on the date of joining.

12. By accepting this offer for employment, you agree to the Code of Conduct as laid out in **Annexure II**

Contingencies:

This offer is conditional upon you obtaining and retaining all necessary visas, work permits, licenses, registrations, or memberships to enable you to lawfully reside and work in India. This agreement is contingent upon the successful completion of a background and reference check (which may include a criminal record check) to the satisfaction of NCMN as well as any



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necessary legal or regulatory approvals including export control **Approvals** the background and reference check is not to satisfaction or Approvals are not obtained, for any reason, this agreement will be deemed null and void (with no obligation owed by either party). You warrant that by joining NCMN you are not in breach of any contractual obligations binding upon you by virtue of any previous employment.

We look forward to receiving your acceptance and joining the services of the Company.

Yours sincerely,

A handwritten signature in black ink that reads 'Rajneil Kamath'.

Rajneil Kamath

Director

NC Media Networks Pvt Ltd

I accept this offer and I understand that I am required to sign the Employee Inventions and Proprietary Rights Assignment Agreement before starting employment with the Company. I agree to join the services of the Company on or before _____ .

Signature:

Date:



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ANNEXURE I

Compensation Details		
Name: _____		
TITLE: _____		
SALARY COMPONENTS	Monthly (INR)	Annual (INR)
Basic Salary	(figures)	(figures)
House Rent Allowance	(figures)	(figures)
Conveyance Allowance	(figures)	(figures)
Leave Travel Allowance	(figures)	(figures)
Medical Allowance	(figures)	(figures)
TOTAL ANNUAL EARNING POTENTIAL	(figures)	(figures)



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ANNEXURE II

By accepting this offer for employment by NC Media Networks Pvt Ltd, I agree to adhere by the following Code of Conduct:

1. I will be fair in my reporting and coverage of events and stories and will not be biased.
2. I am not affiliated to any political party, advocacy group or ideological organization.
3. I will maintain full integrity in my reporting and not give space to commercial interests and PR activities.
4. While reporting on companies/organizations, I will disclose my interest in them to avoid any Conflict of Interest. I may also choose to recuse myself from reporting on that story.
5. While fact checking stories, I will research it to the best of my abilities and provide all sources and processes followed. In case of any error, I will correct the story to accurately reflect all the facts without any prejudice.
6. I will follow the Editorial Guidelines of NC Media Networks Pvt Ltd.
7. All my work is authentic and not plagiarized.

Name:

Date:

Place:

Signature: