



Hi Kanchan Ji,

PFA the scanned images of three documents, these are for Gargi Patki. Similarly we sign all the 3 for all employees at Fact Crescendo.

1. Offer Letter – This is the letter given to a “Probable Hire”, this letter tells them that we at Fact Crescendo are ready to offer him/her a job at our organisation and also tells him/her clearly the terms and conditions of the employment.

On point number 7 you will see that we clearly tell the person what we expect from them when it comes to being “non-partisan”, this way we clearly prevent our staff from being biased or involved in political parties or advocacy organisations.

We also do a check on their Social media Accounts like FB, LinkedIn and Twitter to check if they are associated with any political organisation etc.

If things go right, only then we go to step 2 below.

2. Appointment letter - This is given to the employee once they finish the training / induction and other formalities.

On page 2 point number 8 you will see mentioned we clearly state that if the employee has any association with a political part his/her employment can be terminated. This way we clearly prevent our staff from being biased or involved in political parties or advocacy organisations.

3. Employee Hand Book – This is given to all employees once they join in, in this also on page no 4, Point named - Code of Conduct, point 2 and 3 clearly state that employees can not have any political associations, they cannot give in any biased fact checks also.

All the above 3 documents are signed by the employee.

Apart from this during the whole recruitment process several times it is reiterated that any employee of Fact Crescendo cannot have any involvement with Political Parties or Advocacy Organisations. They are told that all their work at fact Crescendo has to be unbiased and true.

Yours Truly,

A handwritten signature in black ink, appearing to read 'Vinod Rath', with a long horizontal stroke underneath.

Vinod Rath,
For: Fact Crescendo