



18th December 2020

Rangam Diwakar
Door No 11-456
Chowdeswari colony
Yadaki (V)
Anantapuram (D) AP.

APCFSS

6th Floor, C-Block, Anjaneya Towers
Ibrahimpattanam, Krishna (Dt.)
Andhra Pradesh - 521456
Phone : +91 866 2884051
+91 866 2884052

R151535

Reg: Internship Offer

Dear Diwakar

Congratulations!

With reference to your application and the subsequent discussions you had with us, we have pleasure in engaging you as an **Intern** on the following terms and conditions

- 1. Period of Engagement:** The assignment will be for a period of 6 months commencing from your date of joining 18th December 2020 till 18th June 2021
- 2. Place of Posting:** Your initial place of posting will be at our registered office at 6th Floor, C-Block, Anjaneya Towers, Ibrahimpattanam, Krishna (Dt.), Andhra Pradesh 521456. Due to the nature of the business and your job duties, you may be required to travel within the Amaravati Capital region and outside of the region.
You are requested to report at Head Office to complete the joining formalities.
- 3. Compensation:** You will be paid a stipend of Rs.10,600/- (Rupees Ten Thousand Six Hundred Only) and Statutory deduction viz ESI etc will be deducted from your monthly stipend payment during the period of your internship. You will not be eligible for any other benefits offered by the company to its regular employees.
As part of your assignment, you may be required to travel to different Units, customers, etc. at various locations across the country.
- 4. Employment offer:** Your performance would be assessed from time-to-time. Upon satisfactory completion of the training and submission of the qualifying degree/final semester mark sheet you will be provided with an offer letter confirming your position as 'Trainee' as per the company norms.
- 5. Extension/Termination:** Your internship period may be extended for further period (s) as the management may deem fit or can be terminated without any notice / compensation or assigning any reasons thereof at the discretion of the management.
- 6. Transfer:** You will be liable to be transferred to any location / Business Unit as may be found necessary from time to time.

General Terms & Conditions: You will observe the General Terms & Conditions prescribed by the Company and shall follow the work norms in full spirit. You will maintain absolute confidentiality and will not publish any article or statement, deliver any lectures or broadcast any communication to the press (including magazine publication) relating to the Company's products or any other matter with which the Company may be concerned, unless you have prior written permission from the Company.

7. You are required to submit two copies of the following documents together with original (for verification) at the time of reporting for duty:

- a. Certificate in proof of age (Aadhar and PAN) and all educational qualifications
- b. Cancelled cheque leaf
- c. Bonafide certificate from college
- d. Two passport photographs

8. This offer of appointment is based on the information furnished in your application for Internship. If, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been withheld, your Internship period is liable to be terminated without notice.

Please sign and return to us the duplicate copy of this letter in token of your acceptance of this offer.

We welcome you to our organization and look forward for a mutually rewarding association.

Yours faithfully,

for **Andhra Pradesh Centre for Financial Systems and Services**

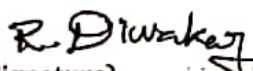


Raman V

General Manager - HR

I hereby accept the Terms and Conditions. I wish to inform you that I will be joining duty on or before

18-12-2020


(Signature)