

## Internship Offer Letter

Date: **26<sup>th</sup> December 2020.**

Intern Name : **Ms. Shweta Saxena**

Campus Name : **NIT -Graduate School Of Management**

Dear **Ms. Shweta Saxena,**

We are pleased to offer you internship with BOB Financial Solutions Ltd. Please note the following:

Start Date : **28<sup>th</sup>, December 2020**

End Date : **27<sup>th</sup>, February 2021**

Office Location: **C/o Bank of Baroda, 2nd Floor Mytri Willows , Sir Mezonji Mehta Road, Near Empress Mall Opposite Shukrawari Talav, Nagpur – 440018**

Since this is a learning opportunity no fixed stipend is payable however if any referred lead from you for a BoB financial product is converted, Rs 1000 /- would be payable per converted lead. Please note that during the period of internship, no reimbursements including conveyance are payable.

This letter doesn't create employer-employee or business-agent relationship between you and the company.

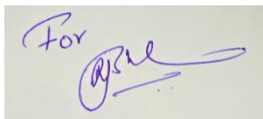
During the period of internship, you are required to abide by the Code of Conduct of the organisation and not behave in any way which may be detrimental to the reputation of BFSL.

For any questions, please feel free to contact **Mr. Amit Ashok Rokde** at Phone no. 7774840777.

For any HR related clarifications and queries please contact **Mr. Ritesh Kumar Bhatia** at [ritesh.bhatia@bobfinancial.com](mailto:ritesh.bhatia@bobfinancial.com).

We look forward to offer a very warm welcome.

Sincerely,



Head – Human Resources

Date: 26<sup>th</sup> Dec, 2020

### INTERN NON-DISCLOSURE AGREEMENT

This Intern Non-Disclosure agreement (the “Agreement”) is made between BOB Financial Solution Ltd, (“Company”) and Name (“Intern”) and is effective from the date of acceptance. Intern is seeking experience and training from Company and in the process may be exposed to Confidential Information (as defined below). The Agreement is intended to prevent the unauthorized disclosure of Confidential Information.

#### 1. Confidential Information

“Confidential Information” is proprietary information relating to Company’s business including but not limited to: business and financial records, intellectual property, proprietary data, security measures, new products or services, forecasts or any other proprietary business information that, if disclosed, could affect the business of Company.

#### 2. Non-Disclosure

Without Company’s prior written consent, Intern will not: (a) disclose Confidential Information to any third party; (b) make or permit to be made copies or other reproductions of Confidential Information; or (c) make any commercial use of Confidential Information.

#### 3. Return of Confidential Materials

Upon Company’s request, Intern shall immediately return all original materials provided by Company and any copies, notes or other documents in Intern’s possession pertaining to Confidential Information.

#### 4. Term

This Agreement and Intern’s duty to hold Confidential Information in confidence shall remain in effect until Date or until whichever of the following occurs first: (a) Company sends Intern written notice releasing it from this Agreement, or (b) Confidential Information disclosed under this Agreement ceases to be confidential.

#### 5. General Provisions

(a) Severability. If a court finds any provision of this Agreement invalid or unenforceable, the remainder of this Agreement shall be interpreted so as best to effect the intent of the parties.

(b) Integration. This Agreement expresses the complete understanding of the parties with respect to the subject matter and supersedes all prior proposals, agreements, representations and understandings. This Agreement may not be amended except in a writing signed by both parties.

(c) Waiver. The failure to exercise any right provided in this Agreement shall not be a waiver of prior or subsequent rights.

Intern Name: **Ms. Shweta Saxena**

Signature

Date