



Mylan Laboratories Ltd., Limited, (A Viatris Company)
Corporate Office: Plot No. 564/A/22, Road No. 92
Jubilee Hills, Hyderabad – 500096, Telangana, India
Tel: +91 40 30866666, 23550543, Fax: 30866699
Email: Viatris.india@viatris.com;
Web: www.viatris.com
CIN: U24231TG1984PLC005146

27th Sep 2021

CONFIDENTIAL

Mr. Anuj Khandelwal
39, Jati Colony,
Ram Bhag, Indore - 452007
Email: anujkhandelwal924@gmail.com

Dear Mr. Anuj Khandelwal,

Sub: Letter of Intent

This has reference to your application form and the discussions we had with you. We are pleased to offer you the position of **Associate Trainee – Regulatory Affairs (Grade 35)** in our organization, on the following terms & conditions:

1. Your fixed compensation will be **Rs.4,00,000/- (INR Four Lakhs Only) per annum**
2. You will be under Training for 12 months
3. You will be posted at **FDF- 3, Indore.**
4. A formal letter of appointment will be issued at the time of joining.
5. If you intend to leave the services of the Company, you have to give 90 days prior notice in writing or Notice Pay in lieu thereof and vice-versa, which may be modified and the same will be notified.
6. You will be governed by the Rules & Regulations of the Company that will be in force from time to time.
7. You are required to sign a separate confidentiality agreement with the company, which will form part of this appointment letter.
8. You are requested to undergo pre-employment medical check-up, organized through the company or by yourself per company guidelines. **This offer of appointment is subject to your medical fitness.**
9. You are requested to bring the photocopies of the following documents for submission and originals of the same for verification at the time of reporting for duty at **FDF- 3, Indore**
 - a. Proof of date of birth / SSLC / HSC certificate stating date of birth.
 - b. Educational Qualification Certificates.
 - c. Relieving letter from the previous employer and all experience certificates.
 - d. Form No.16 from the previous employer.
 - e. Salary Slips of last 2 months.
 - f. Two reference letters (from previous employer).
 - g. Passport, Driving License, AADHAR and PAN card copies.
 - h. Three passport and four stamp size photographs.
 - i. Two stamp size photographs of each dependent (parents, spouse & children).

We request you to join the organization at the earliest, however not later than **11th Oct 2021**
Kindly sign the duplicate copy of this offer as an acceptance and confirm the date by which you will be joining us.

We look forward to having you in our team.

Please confirm your acceptance on or before 29th Sep 2021 otherwise the offer would stand void.

Thanking you,

Yours faithfully,

For Mylan Laboratories Limited, (A VIATRIS Company)

Vipin Dhariwal
Associate Vice President - Human Relations



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| | | |
|--------------------------------------|---|------------------------|
| Name | Mr. Anuj Khandelwal | |
| Grade | 35 | |
| Designation | Associate Trainee – Regulatory Affairs | |
| Compensation Break-up | | |
| Salary Components | Per Month (INR) | Per Annum (INR) |
| Basic | 15,129 | 181,543 |
| House Rent Allowance | 7,564 | 90,772 |
| Conveyance Allowance | 6,051 | 72,617 |
| Children Education Allowance | 1,513 | 18,154 |
| Medical Allowance | 630 | 7,564 |
| Leave Travel Assistance | 630 | 7,564 |
| Base Pay Total (A) | 31,518 | 378,214 |
| Retirement Benefits (B) | | |
| Provident Fund | 1,815 | 21,785 |
| Retirement Benefits Total (B) | 1,815 | 21,785 |
| Total Compensation (A+B) | 33,333 | 400,000 |

You are also eligible for following Benefits (which have not been costed above):

1. Coverage under Group Medclaim Policy (Self & Dependants – Parents, Spouse, Two Children)
2. Coverage under Group Personal Accident Policy
3. Coverage under Group Term Life Insurance Policy
4. Gratuity as per the provisions of Gratuity Act, 1972

For Mylan Laboratories Limited, (A VIATRIS Company)

Vipin Dhariwal
Associate Vice President - Human Relations