



VARUN BEVERAGES LIMITED



Corporate Off : Plot No.31, Institutional Area, Sec.-44, Gurgaon, Haryana-122002 (India)
Ph.: +91-124-4643100-500 • Fax: +91-124-4643303/04 • E-mail : info@rjcorp.in • Visit us at : www.varunbeverages.com
CIN No. : L74899DL1995PLC069839

REF: VBL/APT/2025/19839

Date: 17.03.2025

Ms. Diya Sebastian
Kanniparambil House,
Samithi Road, VTC: Vaduthala S.O.
Ernakulam,
Kerala - 682023

SUB: CONTRACT OF EMPLOYMENT

With reference to your application and subsequent discussions with us, we are pleased to appoint you as “Customer Executive” in grade ‘M01’, subject to your joining us on or before **17-April-2025**.

You will initially be based out of **APT Territory**.

The broad terms and conditions of your employment are as follows:

1. Your basic pay, allowances and perquisites will be as mentioned in the attached Annexure.
2. This contract is subject to your being physically and mentally fit at all times.
3. You will be governed by the Company’s policies and code of conduct/ ethics (which may be amended periodically), at all times. It will be your responsibility to keep abreast of all such policies and codes applicable to you.
4. You will discharge your assigned roles and responsibilities with complete integrity, and maintain a high standard of initiative, efficiency and cost consciousness.
5. You shall not divulge to anyone, during the tenure of your service or subsequently thereafter, through any means, particulars or details of our business processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential / secret nature, which you may be privy to, by virtue of your role and discharge of your responsibilities. In case of any breach of this clause, you shall be liable to prosecution in a court of law besides any other disciplinary or other action that may be deemed appropriate by the Company.
6. During the course of your employment with us, any process improvement, patents, and technology which you may create, improve or modify, will remain the sole Intellectual property of the Company, and you will not have any claim to any individual rights on the same during or subsequent to your employment with us. You will ensure that patents, where applicable, are registered in the name of the Company.
7. Your entire time and attention will be devoted to the Company, during the period of your employment. You will not, during the course of this contract, work directly or indirectly for any person, firm or company/organization, with or without pay/remuneration nor will you engage yourself or take interest, directly or indirectly in any trade or business in any capacity.

Mona Banu



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8. You will be responsible for the safe custody of all Company property whether they are assigned to you specifically, or as a shared resource. The Company reserves the right to recall any of these from you, at any time. In the event of any loss or damage of any Company property in your possession, the Company reserves the right to recover the damages, and/ or take any such action as it deems appropriate.
9. Based on business requirements, at the sole discretion of the Company, your services, may be transferred, assigned or deputed to any department, unit, plant, office or division or to any subsidiary/ sister concern of the Company, (whether existing or to be set up in the future) anywhere in India or abroad, at any time, for any duration, without any additional remuneration.
10. Clauses related to resignation/termination are as follows:
 - a. Your notice period will be 1 month
 - b. In case you resign from the services of the Company, you will be required to serve the full notice period unless the company agrees to an earlier release and resultant recovery of notice pay calculated based on your Basic Salary.
 - c. Upon your resignation, the Company reserves the right to release you earlier, at its sole discretion.
 - d. The company reserves the right to terminate your services at any point by providing 1 months' notice or 1 months' notice pay in lieu thereof, as per Company Policy.
 - e. If you are found guilty, at any time, of (i) an act of misconduct, (ii) any willful breach of the terms of this appointment (iii) violation of rules and directions (iv) having misrepresented any facts about yourself at the time of hiring or subsequently (v) disobeying any reasonable and ethical instructions given to you from time to time, the Company may, without any notice or payment in lieu thereof, put an end to your service and terminate your employment forthwith, and retain the right to recover all losses, damages and outstanding as it may deem appropriate.
11. You will superannuate from the services of the Organization on the last day of the month in which you attain the age of 58 years. As declared by you, your Date of Birth is **22-Sep-2002**.
12. The compensation offered to you is confidential and must not be shared with anybody at any time.

Please sign a copy of this letter in token of your acceptance of these appointment terms and conditions.

For Varun Beverages Limited;

Mona Baruah

Vice President – HR

I have read, understood and agree to the above.

Name: **Diya Sebastian**

Signature:



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ANNEXURE

Name:	Diya Sebastian	Department:	Sales
Components		Monthly (INR)	Annual (INR)
A	Basic Salary	20,500	246,000
	HRA	10,250	123,000
	Education Allowance	200	2,400
	Special Allowance	3,150	37,800
Sub Total (A)		34,100	409,200
B	Retiral Benefits		
	PF (Employer Contribution)	2,460	29,520
	Gratuity	987	11,844
Sub Total (B)		3,447	41,364
Total Fixed CTC (A+B)		37,547	450,564
Disbursal of all heads of compensation/ benefits will be as per the relevant laws/ statutes governing the same and applicable company policies. The Company reserves the right to reconstitute the heads of compensation at any time, at its sole discretion.			

Note:

- 1 You will be entitled for Hospitalization Insurance for Self, Spouse & 2 children as per company policy applicable.
- 2 You will be entitled for Group Personal Accident as per company policy applicable.
- 3 You will be entitled for Group Term Life Insurance as per company policy applicable.
- 4 Gratuity will be paid as per the Payment of Gratuity Act 1972 / VBL Gratuity Policy.

For Varun Beverages Ltd;

Mona Baruah

Mona Baruah

Vice President - HR

I have read, understood and agree to the above.

Name: Diya Sebastian

Signature: