



ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY  
Shobhavana Campus, Mijar, Moodbidri, D.K - 574225  
Phone: 08258-262725, Fax: 08258-262726

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DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Undertaking Letter for Internship

By Student

I ..... KRUTHIK B S ..... S/o D/o SRINIVAS B V  
Student of ..... AIET ....., ECE, hereby, declare that I am going  
to do the Internship in ..... Codecraft Technologies Pvt Ltd. ....., as a part of  
the curriculum/Placement from ..... 20<sup>th</sup> Feb 2023 ..... to ..... 20<sup>th</sup> Jul 2023 .....


I also assure that, I will complete all the I.A assignments, Internship Seminar, Seminar and Project Work during Saturday and Sunday as per the coordinator Time Table.

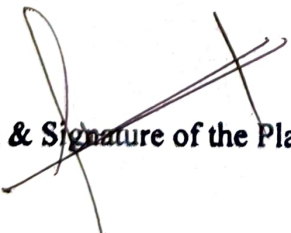
I will cooperate with all my mates and will follow all the instructions given by the H.R. Manager. In case of any act of indiscipline or misbehavior by me shall owe responsibility and shall abide by the action taken by the Institution.

I hereby declare and confirm that the Institution shall not be responsible in the event of any misfortune or accidents and/or personal injuries during Internship.

I am the member of the AIET family and I will follow all the moral duties during the internship.

Date: 31/01/2023

  
Signature of the Student

  
Seal & Signature of the Placement officer



Seal & Signature of HoD  
H. O. D.

Dept. Of Electronics & Communication  
Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225

  
Seal & Signature of the Principal

PRINCIPAL  
Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.



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**DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING**

**Letter of Undertaking given by Parents/Guardian for Internship**

We, the undersigned parents/guardian shall ensure that our son/daughter ..... KRUTHIK B S .....  
.....Shall abide by the college terms and conditions for internship.

We, the undersigned parents/guardian hereby declare and confirm that the institution shall not be held responsible in the event of any misfortune or accident and/or personal injuries whether fatal or otherwise involving our son/daughter.

We, the undersigned parents/guardian shall indemnify and keep indemnified the institution against any liability, demand claim, loss or lawsuit in respect of personal injuries to our son/daughter and/or to anybody and/or property damage arising out of or caused by our son/daughter negligent act or omission during the course of industrial training.

We, the undersigned parents/guardian shall ensure that our son/daughter uphold the good name of the Institution and abide by the code of conduct of the Institution and the Industry and any other relevant rules and regulations at all times during the course of Internship.

We, the undersigned parents/guardian further confirm that the Institution shall not be held responsible for our son/daughter misconduct or wrong doing at all times during the course of internship.

Date 31/01/2023

Srinivas B. V  
Signature of the Parent/Guardian

Date: Dec 14, 2022

Kruthik  
Mangalore

Date of Joining Internship: 20 February 2023

Date of Joining Employment: 01 August 2023

**Subject: Letter Of Intent for Internship and Employment**

Dear Kruthik,

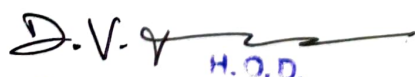
Congratulations! We are delighted to offer you a position of "Intern, Software Engineering" and upon successful completion of Internship, you will be offered a "Trainee Engineer, Software Development" role with **CodeCraft Technologies Private Limited**. You will be eligible for Stipend of Rs. 6000/- per month (Rupees Six Thousand Only) during the internship (from 20<sup>th</sup> Feb 2023 to 20<sup>th</sup> July 2023) and upon employment (1<sup>st</sup> Aug 2023) your total compensation will be Rs. 4,00,000 (Rupees Four Lakhs Only) per annum.

Kindly confirm your acceptance of this letter by replying to this email. You are requested to accept this letter within 7 days. If it is not accepted within 7 days, this offer is liable to lapse at the discretion of **CodeCraft Technologies Pvt Ltd**. Upon successful completion of internship, during the onboarding for full time employment, you will be issued a Letter of Appointment by **CodeCraft**.

Following are the terms of Internship:

1. Scope of internship: you will go through rigorous training, and you are expected to do project assigned as part of the internship
2. Your employment offer is subjected to you completing your Degree/Masters program successfully and producing the proof of the same
3. Internship timings are from 9 am to 6pm from Monday to Thursday at our Bangalore or Mangalore office premises.
4. Unauthorized absence from internship: Your unauthorized absence from attending internship / training for a continuous period of more than three days without prior approval from your manager, it will be treated as absconding from training, and in the event that you do not report for training within five days from the date of absence, it will be treated as "voluntary abandonment of internship" and shall be deemed that you are no longer interested in internship and subsequent employment.
5. Location during Internship: Your place of internship and subsequent employment will be the Mangalore/Bangalore office of CodeCraft.
6. Location once you are employed: You will be placed either in Mangalore or Bangalore office base location. During the tenure of your service, you may be relocated / transferred to Company's Projects in India or abroad or subsidiary companies based on the business requirements.

2<sup>nd</sup> Floor, Classique Arcade, K S Rao Road, Mangalore – 575001, Karnataka, India  
Phone: +91 824 2443697 | CIN: U72200KA2011PTC058348

  
H.O.D.

Dept. Of Electronics & Communication  
Alva Institute of Engg. & Technology  
Mijar, MOODSIDI - 574223

7. Probation/Confirmation: After successful completion of internship, you will be on probation for a period of six months from the date of joining us as an employee.
8. Termination of Employment: Your employment will be subject to background verification, as per the company's hiring policy. Any misrepresentation of facts or falsification will lead to immediate termination of employment.
9. Salary Details: See Annexure – I
10. Working Hours:

At CodeCraft we follow 8 hours of effective working, for 5 days per week. However, under the circumstances of business exigencies, we expect you to support beyond the standard working hours according to the mutual understanding between you and the Manager. However, during the Internship, your training schedule will be from 9 am to 6 pm and as needed you may have to stretch to ensure you complete the assessments as part of reinforcing the knowledge and skills.

11. Employment Service Bond:

This Letter of Intent for Internship and Employment is subject to you agreeing to work for the company for minimum of 2 years from the Date of Joining (after successful completion of Internship). You acknowledge that the company would be expending substantial expenditure in training and hence in case the employee resigns from the company within 2 years, the company would be put to substantial financial loss, inconvenience, loss of resources, computer time, etc. In such case the employee has agreed to compensate the company by paying Rs. 100000 (Rupees One Lakh Only) before exiting the company.

To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in on all the pages & in the space specified below.

We look forward to having you in our team.

Yours Sincerely,  
For CodeCraft Technologies Pvt Ltd



Naveen S Shetty – Senior Manager, HR

I have read the terms and conditions outlined in this letter. I duly acknowledge the receipt of the Letter Of Intent for Internship and employment. (Please sign below to confirm that you agree with terms and conditions stated in this offer.)

Signature



Date: 20/12/2023

## Annexure I: Cost to Company (CTC)

Components	Monthly	Annual
Basic	₹ 15,000	₹ 1,80,000
HRA	₹ 6,000	₹ 72,000
Special Allowance	₹ 8,412	₹ 1,00,944
EPF - Employer Contribution	₹ 1,800	₹ 21,600
LIC - Term Insurance	₹ 150	₹ 1,800
Gratuity - As per Gratuity Act	₹ 721	₹ 8,652
<b>Gross</b>	<b>₹ 32,083</b>	<b>₹ 3,84,996</b>
Performance Bonus		₹ 15,004
<b>CTC</b>	<b>₹ 32,083</b>	<b>₹ 4,00,000</b>

### Note:

The above will be paid (CTC) subject to tax deductions at source as per Income Tax Act.

**Performance Bonus:** The performance bonus will be paid to you as per the Performance Bonus Pay-out policy based on your performance.