

EMPLOYEE AGREEMENT / DECLARATION LETTER

Company: PGR Management Solutions PVT LTD (PGR)

Warehouse: Meesho-operated Kapoor Diesels Warehouse

Address: Khasra No. 1086/1, Village – Neeva, Bijnor, Sarojini Nagar, Lucknow – 226401

Employee Declaration

I, the undersigned employee, do hereby declare that:

1. I am an employee of **PGR Management Solutions PVT LTD (PGR)**, which works as a third-party vendor for Kapoor Diesels (Meesho Warehouse). I have been deployed by PGR Management Solutions PVT LTD to work at the said warehouse.
2. My salary will be paid by PGR Management Solutions PVT LTD, subject to approval from Kapoor Diesels.
3. I agree to follow all rules, regulations, and discipline of both PGR Management Solutions and Kapoor Diesels.

If I am found involved in any kind of misconduct such as:

- Causing loss or damage to company property
- Involvement in illegal or unlawful activities
- Participating in groupism or union activities
- Misbehaving with superiors or co-workers
- Threatening to resign collectively or disturb the work environment

Then the company shall have full rights to take necessary disciplinary or legal action, including salary hold, termination, or legal prosecution, subject to applicable law.

4. If the company needs to reduce manpower due to less workload or excess staff, it shall give a minimum **8 days' notice** before discontinuing my services, subject to applicable law and employment terms.
5. If I am found responsible for theft, misconduct, or a criminal act, the company may take appropriate disciplinary action in accordance with applicable law and company policy.
6. My initial contract period shall be **one month**, renewable based on my performance and mutual agreement.
7. If I violate any lawful term of this agreement, the company may take appropriate action, including termination of services, in accordance with applicable law and employment terms.

Weekly Off Policy

Present Days	Weekly Offs
6–11 days	1 off
12–17 days	2 offs
18–23 days	3 offs
24–27 days	4 offs

Note: One weekly off is decided by KDG/Meesho company. Weekly off eligibility and scheduling shall be governed by applicable law and company policy. Absence may affect eligibility where legally permitted.

EMPLOYEE DETAILS

Name: _____

Father's Name: _____

Mobile: _____

DOJ: _____

Aadhar: _____

Address: _____

Code: _____

Designation: Associate

Vendor: PGR Management Solutions PVT LTD

Rejoining: _____

PAN: _____

Employee Signature

Date: _____

For PGR Management Solutions PVT LTD

Authorized Signatory

Date: _____