



EMPLOYEE TRAINING POLICY 2021



SFO TECHNOLOGIES

A NeST Group Company

CREATING INNOVATIVE SOLUTIONS

SCOPE AND APPLICABILITY

The corporate world is at battle to outperform in global markets. It is undergoing phenomenal economic and industrial shifts, which has resulted in increased market competition. SFO Technologies Private Limited (“SFO”) is constantly driven by an urge to raise the bar and excel ourselves, and we are already looking beyond mere Build-to-spec/Print jobs of traditional ODM to a Build-to-Concept model and much more, realizing that our OEM customers are increasingly relying on us for constantly stepped up value addition. Our vision towards transforming into a true Build-to-X player will help us collaborate our trusting customers to engage more deeply with us and treat SFO as a true strategic partner, and not just as a scaling service provider.

In order to continue providing our Fortune 100 customers with cutting-edge ODM services, SFO invests heavily in training its Employees (the term herewith shall include all Employees of SFO, including all engineers, and Employees of the Research and Development (R&D) division of SFO), to improve the nature and efficiency of the company’s goods and services over multiple domains, including but not limited to Defence and Aerospace, Telecom, Industrial and Energy, Healthcare and Transportation.

SFO encourages Employees to undertake such special training, which may involve foreign travel, and technology transfer, which qualifies as a great opportunity for the Employees to enrich their personal and professional growth. The proactive measures taken by SFO in the above direction helps the company to increase our credibility and reputation in the market, and enables the delivery of superior products in a time-bound manner.

SFO desires to enable our employees to realise their highest potential, which shall ensure providing superior services to our customers; to that effect, it is important and commercially viable only if employees continue to serve SFO for a specified period post such training. The attrition of employees that underwent specific, high-tech, and up-to-date training and development programmes jeopardizes both SFO's commitment to its customers and the recovery of costs for such training.

SFO policies require every employee to sign the Employee Training Agreement (attached to this Policy as Annexure II), who are taking up training or skill development, which will ensure a minimum period of 2 year service post such training and skill development.

In case an Employee fails to serve the company for 2 years post such training, such Employee shall, upon the joint discretion of the Employee and company be made liable to pay 'liquidated damages' to SFO as a compensation for the hefty costs incurred by the company.

The Employee Training Agreement (Annexure II) shall be for a specific period and such period and monetary liability for breach shall be determined on a case-to-case basis by SFO depending upon the costs and recovery period, which shall vary depending on the sector and level of training and development.

SFO aims to provide these trained Employees the opportunity to excel in their career by assigning them new and challenging projects; whereby, the Employee and SFO shall jointly realize the benefits from such world-class onshore and/or offshore training and development programs.



ANNEXURE I

UNDERTAKING

I, _____, hereby acknowledge and understand the Employee Training Policy of SFO Technologies Private Limited and provide my free consent towards entering into such an Employee Training Agreement with SFO prior to attending any on-shore and/or offshore training and development programs arranged by SFO.

Signature : _____

Name : _____

Role : _____

Emp ID : _____

Address : _____

ANNEXURE II

DRAFT EMPLOYEE TRAINING AGREEMENT

Word Format:

[https://nestgroup-my.sharepoint.com/:w:/g/personal/freddy_tom_nestgroup_net/
EbQj4ZikD2JBhWf2-yR2aZMBKcaMVjzeSxjZCtQMjrcVTQ?e=GACirc](https://nestgroup-my.sharepoint.com/:w:/g/personal/freddy_tom_nestgroup_net/EbQj4ZikD2JBhWf2-yR2aZMBKcaMVjzeSxjZCtQMjrcVTQ?e=GACirc)

PDF Format:

[https://nestgroup-my.sharepoint.com/:b:/g/personal/freddy_tom_nestgroup_net/
EVFs1xBT8gdHnPnSX7OQgr4B56nVR0BPjlfqYrpn7gfSbg?e=8Zkhjf](https://nestgroup-my.sharepoint.com/:b:/g/personal/freddy_tom_nestgroup_net/EVFs1xBT8gdHnPnSX7OQgr4B56nVR0BPjlfqYrpn7gfSbg?e=8Zkhjf)