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## EMPLOYEE CONTRACT / AGREEMENT

### TERMS AND CONDITIONS

#### PARTIES

- This Internship Agreement (hereinafter referred to as the “**Agreement**”) is entered into on 25-02-2022 (the “**Effective Date**”), by and between Mehfooz, with an address of Thane, Maharashtra, (hereinafter referred to as the “**Company**”) and Haripriya Praveen, with an address of H-304, Indraprabha, Dehuroad, Pune, (hereinafter referred to as the “**Employee**”) (collectively referred to as the “**Parties**”).

#### INTERNSHIP POSITION

- The Employee has been assigned to the position of Psychology Intern in the Research and Development department.

#### DUTIES AND RESPONSIBILITIES

- During the internship period, the Employee shall have the responsibility of performing the following duties:
  1. Work alongside the team to execute a plan for social media strategies to normalise mental help for the target population.
  2. Assist in the growth of the Company by raising awareness through various social media platforms, especially additional deliverables during events (like mental health awareness month, newsletters, etc) that require creative strategizing.
  3. Submit innovative methods and intriguing research methodologies pertaining to mental health.
  4. Attend case discussions and approve any form of testing set by the Company to ensure learning.
  6. Contribute to flip learning sessions as a facilitator of learning.
  7. Weekly reporting to the Company as well as ensuring deliverables reach within the agreed-upon deadline.

#### PAY AND COMPENSATION

- The Parties hereby agree that this internship is not monetarily compensated, and that the Employee will be offered the following in lieu of compensation at the completion of their internship with no violations of the agreement:
  1. Letter of Recommendation
  2. Experience Letter/Service Letter
  3. Incentives (if applicable, after successful completion of the probation period)
- The Employee agrees that they will also be compensated in knowledge and experience as consideration for the duties and responsibilities that they will undertake with this Agreement.

#### WORKING HOURS

- The Employee agrees that they will be working Monday to Friday for a total of 15 hours every week. In particular, the Employee agrees that they will work on average three hours per day.
- The Employee is granted “Privilege Leaves” on account of any demands of the university or coursework they may be pursuing. They will be providing the Company with valid proof to avail these leaves in advance.

#### TERM OF AGREEMENT

- This Agreement shall be effective on the date of signing this Agreement (the “**Effective Date**”) and will end on 28<sup>th</sup> February, 2023.
- The Employee agrees that they will be under a probationary period of 1 **month** and only with an



approval in a written document will they be accepted as an Employee for the remaining period of 12 months thereon.

### **INTELLECTUAL PROPERTY**

- The Employee agrees that any intellectual property provided to them by the Company will remain the sole property of the Company, including, but not limited to, copyrights, patents, trade secret rights, and other intellectual property rights associated with any ideas, concepts, techniques, inventions, processes, works of authorship, confidential information, or trade secrets.

### **CONFIDENTIALITY**

- [All terms](#) and conditions of this Agreement and any materials provided during the term of the Agreement must be kept confidential by the Employee, unless the disclosure is required pursuant to process of law.
- Disclosing or using this information for any purpose beyond the scope of this Agreement, or beyond the exceptions set forth above, is expressly forbidden without the prior consent of the Company.

### **TERMINATION**

- This Agreement may be terminated if any of the following occurs:
  1. The Company has proof that the Employee breaches this Agreement, on an immediate basis.
  2. At any given time by the Employee by providing a written notice to the Company 15 days prior to terminating the Agreement.
  3. In the case of immediate termination from the Employee's end they will be payable with a payment of Rs. 2000/- (Rupees Two Thousand Only).
- Upon terminating this Agreement, the Employee will be required to return all the Company's materials, products or any other content created at their earliest convenience, but not beyond **10 days**.

### **REPRESENTATION AND WARRANTIES**

- Both Parties warrant that as of the Effective Date, they have the power and authority to enter into this Agreement and to perform their obligations under it, and to grant to each other the rights provided under this Agreement.
- Both Parties warrant that, by entering into this Agreement, they do not violate or infringe upon the rights of any third party or violate any other agreement between the Parties, individually, and any other person, organization, or business or any law or governmental regulation.

### **LIMITATION OF LIABILITY**

- In no event shall the Company or the Employee be individually liable for any damages for breach of duty by third parties, unless the Company's or Employee's act or failure to act involves intentional misconduct, fraud, or a knowing violation of the law.



### **SEVERABILITY**

- In the event that any provision of this Agreement is found to be void and unenforceable by a court of competent jurisdiction, then the remaining provisions will remain in force in accordance with the Parties' intention.

### **ENTIRE AGREEMENT**

- [This Agreement](#) contains the entire agreement and understanding among the Parties to it with respect to its subject matter, and supersedes all prior agreements, understandings, inducements and conditions, express or implied, oral or written, of any nature whatsoever with respect to its subject matter. The express terms of the Agreement control and supersede any course of performance and/or usage of the trade inconsistent with any of its terms.



**SIGNATURE AND DATE**

- The Parties hereby agree to the terms and conditions set forth in this Agreement and such is demonstrated by their signatures below:

☐☐

EMPLOYEE

Name: Haripriya Praveen

COMPANY

Name: Mehfooz☐Signature: Haripriya PraveenSignature: Sabah Shaikh☐Date: 28-02-2022Date: 25-02-2022