DHRUVION

AI Strategy • Generative Engine Optimisation • Digital Innovation

APPOINTMENT LETTER

Date of issue	30 June 2026
To	Hamza Siddiqui
Position	Intern
Effective joining date	1 July 2026
Duration	Six months (through 31 December 2026)

Dear Hamza,

We are pleased to appoint you as an **Intern** at **Dhruvion**, effective 1 July 2026, for a six-month internship ending 31 December 2026. We look forward to your contributions to the development of practical, AI-enabled solutions and prototypes.

1. Role and responsibilities

You will support the design, development, testing and documentation of AI-powered applications and prototypes. Your work may include large language models (LLMs), prompt engineering, retrieval-augmented generation (RAG), AI workflows and agents, data processing, API integrations, model or solution evaluation, and responsible-AI practices, as assigned by your supervisor.

2. Work arrangements

Your supervisor will communicate priorities, expected availability, deliverables and reporting arrangements. Any material change to the work arrangement will be communicated in writing.

3. Confidentiality and intellectual property

You may have access to confidential business, technical, customer or product information. You must protect such information, use it only for authorised internship work, and not disclose it to unauthorised persons. Work product created within the scope of your assigned duties will be handled in accordance with any applicable confidentiality or intellectual-property agreement and applicable law.

4. Conduct, security and responsible AI

You are expected to act professionally, follow reasonable instructions and applicable company policies, protect credentials and data, and comply with security, privacy and responsible-AI requirements. Use customer data, source code, credentials and AI tools only as authorised. Promptly report any suspected security or privacy incident to your supervisor.

5. Notice and completion

Either party may end the internship by giving **15 days' written notice**, subject to applicable law and any separate written agreement. At the end of the internship or on earlier termination, you must return company property and promptly hand over work in progress, documentation, access credentials and company information as instructed.

Please indicate your acceptance of this appointment by signing below.

For Dhruvion **Accepted by**

Reena Kapoor

Cursive-style name rendering for review; not a verified signature.

Reena Kapoor
Co-founder
Date: 30 June 2026

Dhruvion.ai

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Hamza Siddiqui
Date: _____