

## **CAPITALXB FINANCE PRIVATE LIMITED**

(Registered under Maharashtra Shops & Establishments Act)

Address: A-801, 81 Crest, Linking Road, Santacruz (West), Mumbai 400045

### **NOTICE: WORKING HOURS & WEEKLY HOLIDAY**

#### **Working Hours**

**Start Time:** 9.30 am

**End Time:** 6.30 pm

**Break Timing:** \_\_\_\_\_

- Employees are entitled to a **minimum 1-hour break**
- No employee shall work for more than **5 hours without a break**

#### **Weekly Holiday**

**Day of Weekly Off:** Every 2<sup>nd</sup> and 4<sup>th</sup> Saturday, Every Sunday.

Every employee is entitled to at least one day off per week

#### **Important Information**

- No employee shall work more than **6 consecutive days** without a weekly off
- All provisions are in accordance with applicable labour laws

**Date of Display:** \_\_\_\_\_

**Authorized Signatory:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

(Company Seal)